

Account Lookup

Follow the below instructions to obtain your TCNJ account information (username and password).

- ❖ To start, you will need your **PAWS ID number** (provided in your grade letter). Using *Internet Explorer* or *Firefox* go to the **TCNJ Account Manager** page at <http://account.pages.tcnj.edu/> and choose **Account Lookup**. You will be brought to a page that looks like the below screen shot:

The College of New Jersey

Lookup Computer Account Information

Instructions: Complete all fields with the appropriate information.
Note: Upper and lower case does not matter. Don't put spaces or dashes in ID field.
Note: For current students and employees, an email will be sent to the account holder for all successful account lookups. No email will be sent to applicants or alumni accounts since no email account is assigned.

Do you agree to abide by the Computing Access Agreement?	<input checked="" type="radio"/> Yes, I agree. <input type="radio"/> No, I do not agree.
Do you agree to the SAL User Agreement?	<input checked="" type="radio"/> Yes, I agree. <input type="radio"/> No, I do not agree.
Do you agree to the Academic Integrity Policy?	<input checked="" type="radio"/> Yes, I agree. <input type="radio"/> No, I do not agree.
Did you read and understand the information about file sharing?	<input checked="" type="radio"/> Yes, I have read. <input type="radio"/> No, I have not read.
Enter your last name	<input type="text"/>
Enter your 6-digit PAWS ID or Employee ID	<input type="text"/>
Date of birth	Jan ▾ 01 ▾ 1996 <input type="button" value="+"/> <input type="button" value="-"/>

E-Mail Policy
(For Current Students, Faculty and Staff)

E-mail is considered an official method of communication at The College of New Jersey because it delivers information in a convenient, timely, cost effective, and environmentally aware manner. In order to ensure The College has the ability to communicate any important information to all of its constituents, a policy has been enacted that requires all members of the campus community to maintain and actively monitor the original e-mail account that was first assigned to them by The College.

The College provides the mechanism for forwarding email to non-TCNJ email accounts but does not guarantee that forwarded email will not be blocked by the receiving email program. Therefore, it is strongly recommended that you check your TCNJ email account regularly.

For best results use Mozilla 1.0, Netscape 6.2.x, IE 5.5 or newer versions with Javascript enabled.
Report problems to the Help Desk (helpdesk@TCNJ.EDU) or 609-771-2660.

Agree to all the terms, enter the information requested, and click on **Get Account Info**.

Your username and password will be provided.

PLEASE RESET YOUR PASSWORD BEFORE LOGGING IN. This can be done via the Account Manager page.