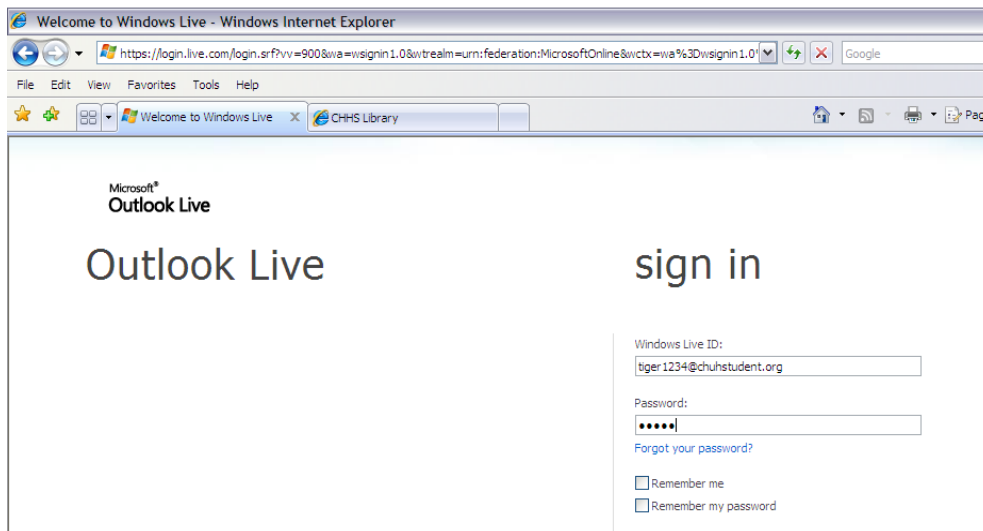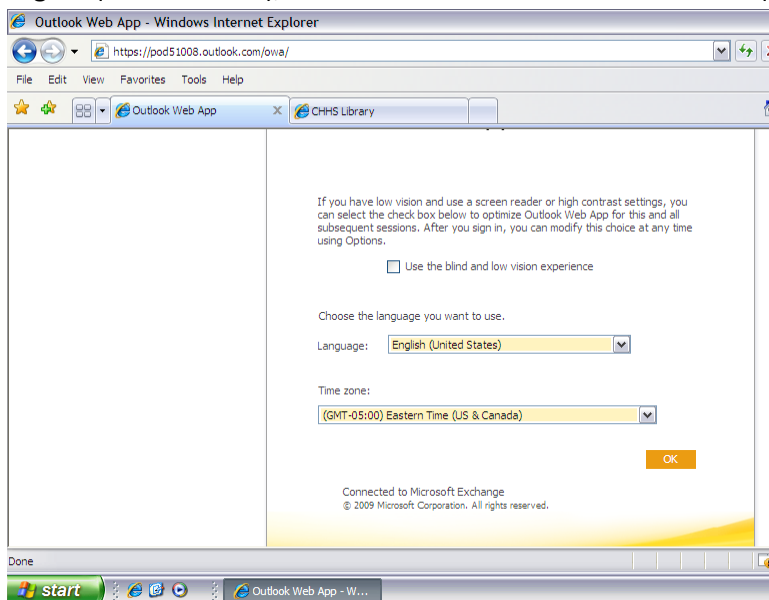# Student E-Mail

To access the district provided student e-mail account please follow these steps:
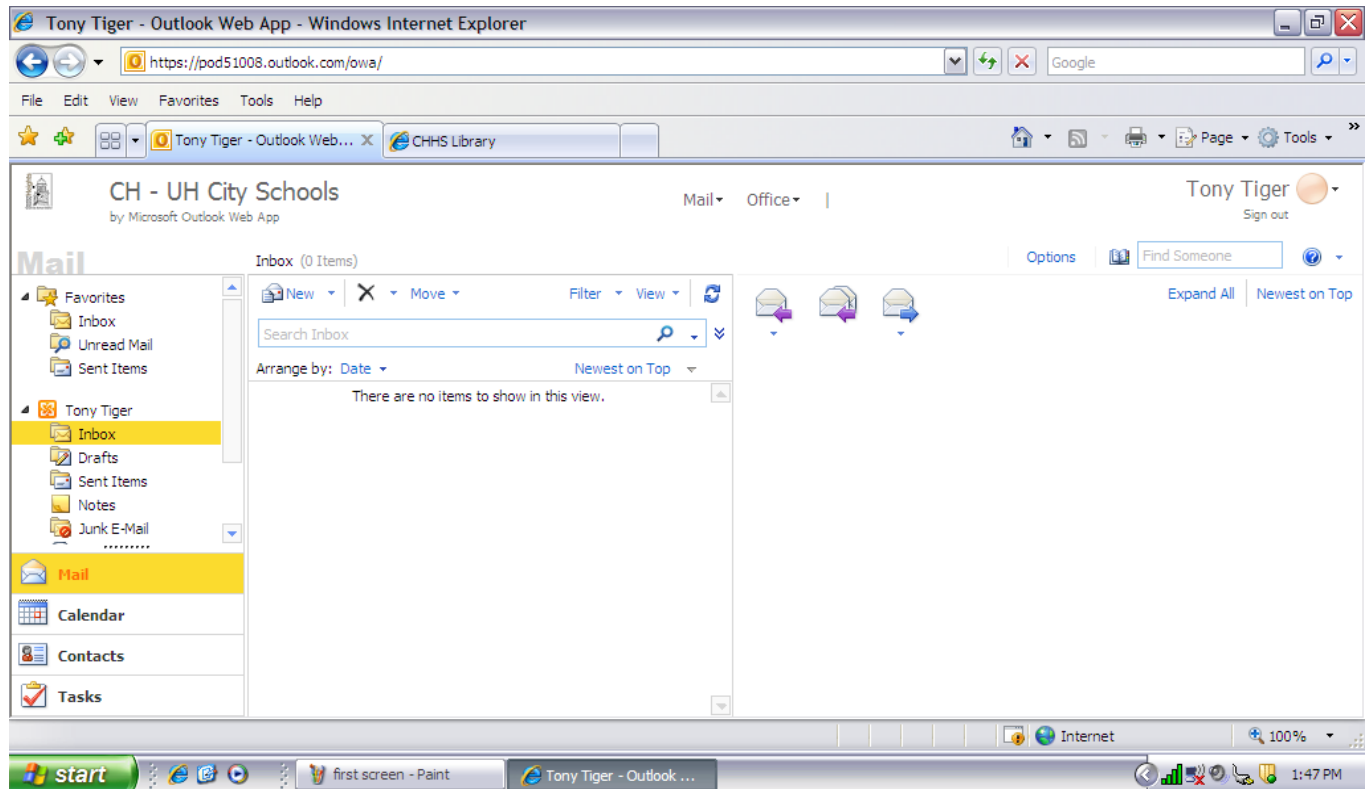
1. Open Internet Explorer
2. Go to www.outlook.com
3. Enter your e-mail address (your e-mail address is your computer logon ID @chuhstudent.org – tiger1234@chuhstudent.org) .

4. Enter your computer account password – DO NOT check "Remember me" or "Remember my password"
5. Click Sign In
6. The first time you login, you will be prompted to select a language and time zone. Leave the language set to English (United States), and set the Time Zone to Eastern Time (US & Canada)

7. You will then be taken to your in-box. From here you can read e-mail sent to you and create new messages and send the message to others.

8. When you are done with your e-mail, click Sign out under your name in the upper right corner and you will be taken back to the CH-UH home page.

Note: Your CH-UH student email account is initially limited to communication between CH-UH staff and other CH-UH students. Access to all colleges and universities as well as key government agencies will be included in the near future.