

Student Email and WebAdvisor at EOOSC



To find your eosc email address click on the “**Directories**” link at the bottom right of our main web page www.eosc.edu



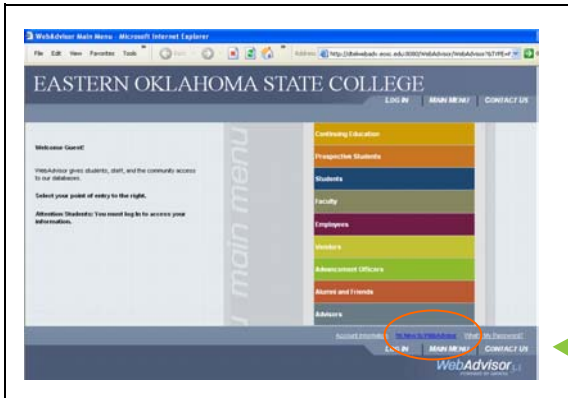
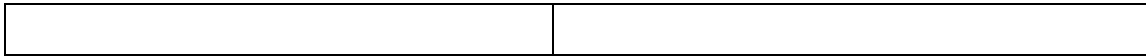
Select Student Email Listing. After you click on this link, you should find your e-mail listed among the listings given.



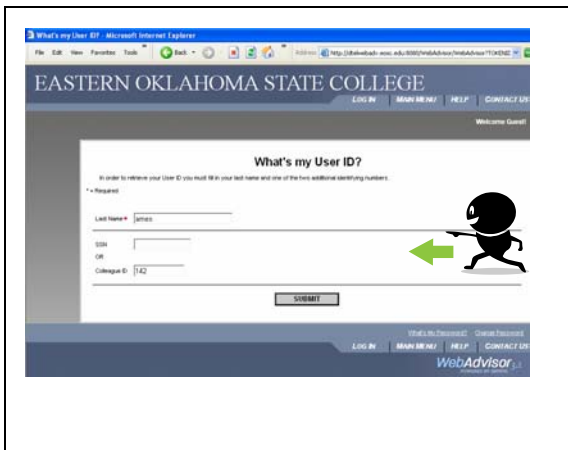
To check your email, click on the **WebMail** link at the bottom right side of our home page. When the login window opens, enter your user ID (which is the part before the @eosc.edu) and your password. Your password defaults to the last four digits of your SSN, until you change it.



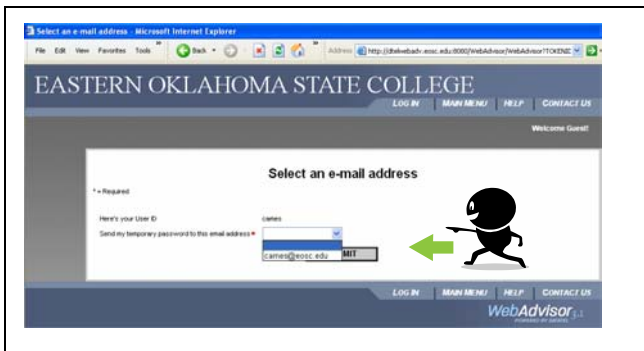
To access “**Web Advisor**” to check your class schedules, get your grades, etc. click on the Web Advisor icon on the left side of the Eastern home page. The Welcome screen will appear.



At the WebAdvisor welcome screen, click on the **“I’m New to WebAdvisor”** to get your password. Follow the four steps listed for your on the New to WebAdvisor screen. Begin by clicking OK to get your WebAdvisor user ID



Enter your last name and either your SSN or your student number (“Colleague ID”) and click SUBMIT. You’ll see your user name appear. Now, you need to send your temporary password to your e-mail address.



Click the drop down box and select the email address. It should default to your eosc.edu email address. Click submit and then check your email. Then check your e-mail for your new temporary password.

Now that you have your user ID and password, you can log into WebAdvisor. Go back to the college home page, click on the WebAdvisor graphic. When the welcome screen opens, click on the **“LOG IN”** tab and follow the onscreen instructions. During your first LOG IN you will be prompted to reset your password. Enter all the required information and click on the **“Submit”** button.

