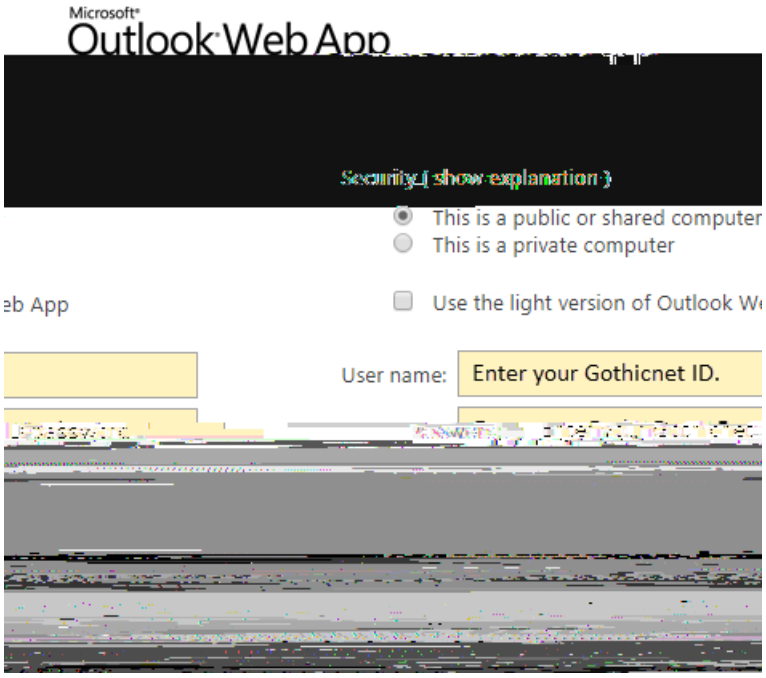
Department of Information Technology
Rossey Hall, Room 058
2039 John F. Kennedy Blvd., Jersey City, NJ 07305
Email: helpdesk@njcu.edu Ph: 201-200-3350

Signing into Webmail after being migrated to Office 365

1. Visit https://webmail.exchange.njcu.edu. Enter your Gothicnet ID in the username field and your Gothicnet ID password in the password field. Click on the Sign in button.



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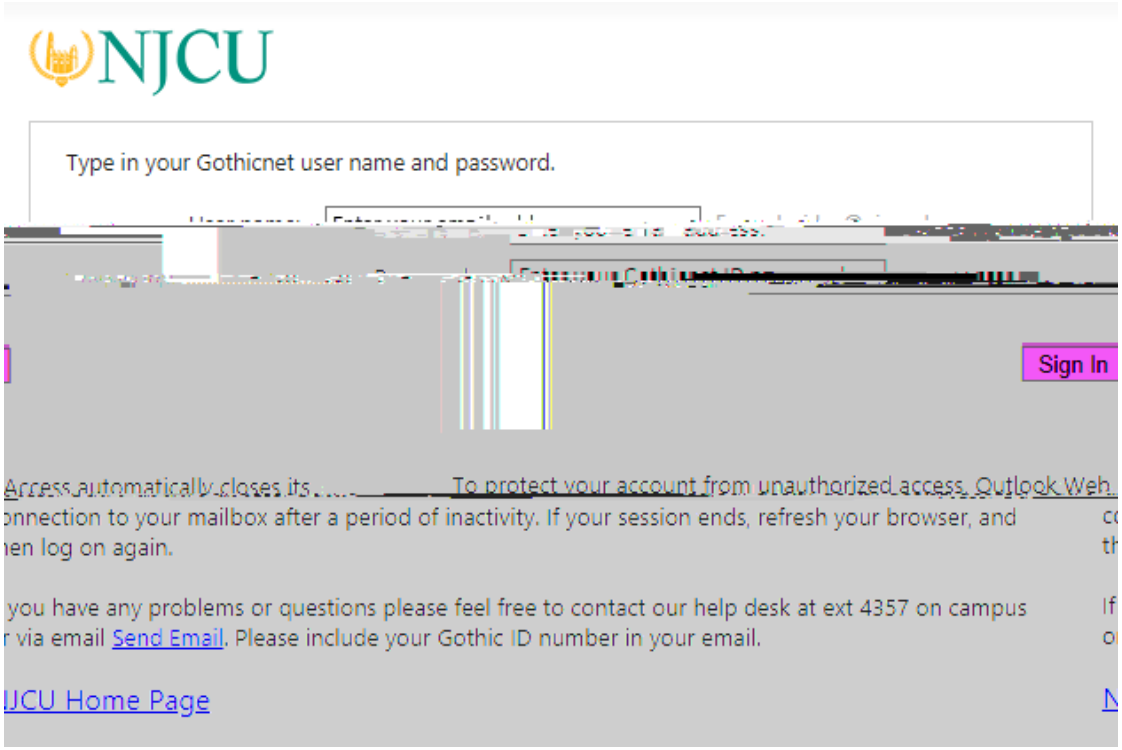

4. You will be prompted with a stay signed in screen. You have the option to not show this again and reduce the number of times you are asked to sign in. Make your selection.

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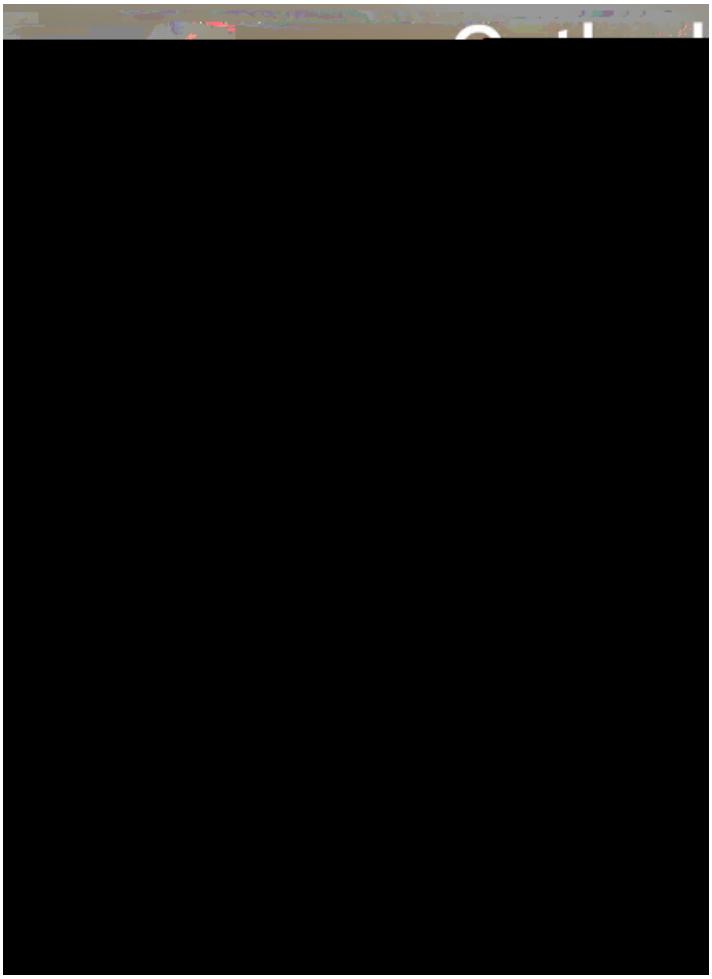

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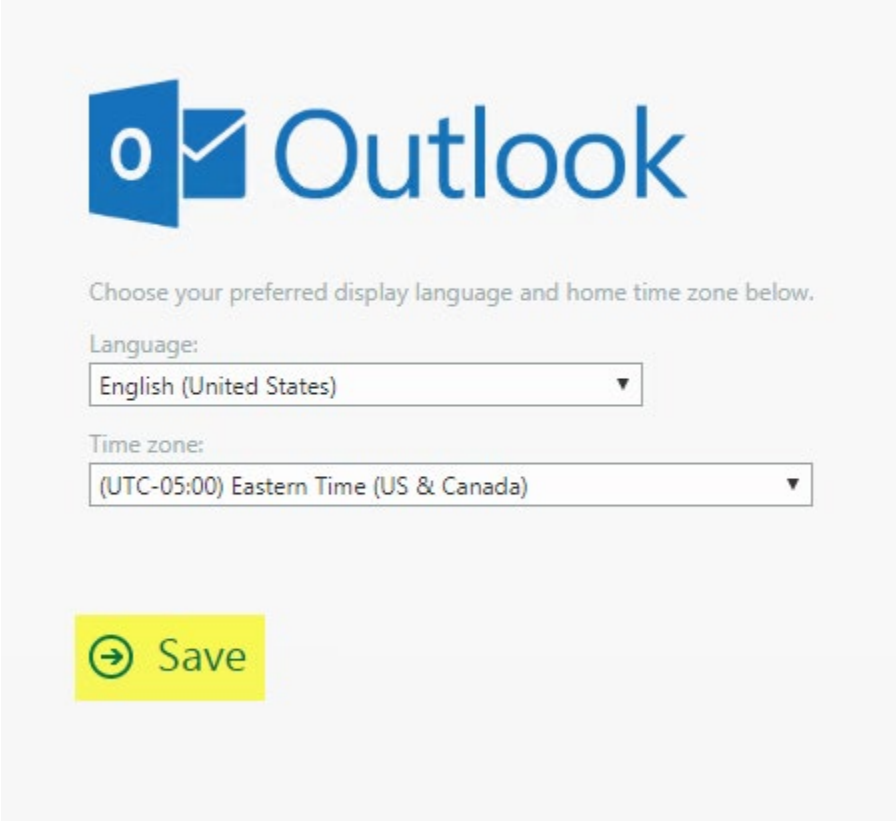
5. You will now be prompted to enter your time zone and to choose save.



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6. Once you clicked on save, it will take a few seconds to setup your new webmail account.

7.