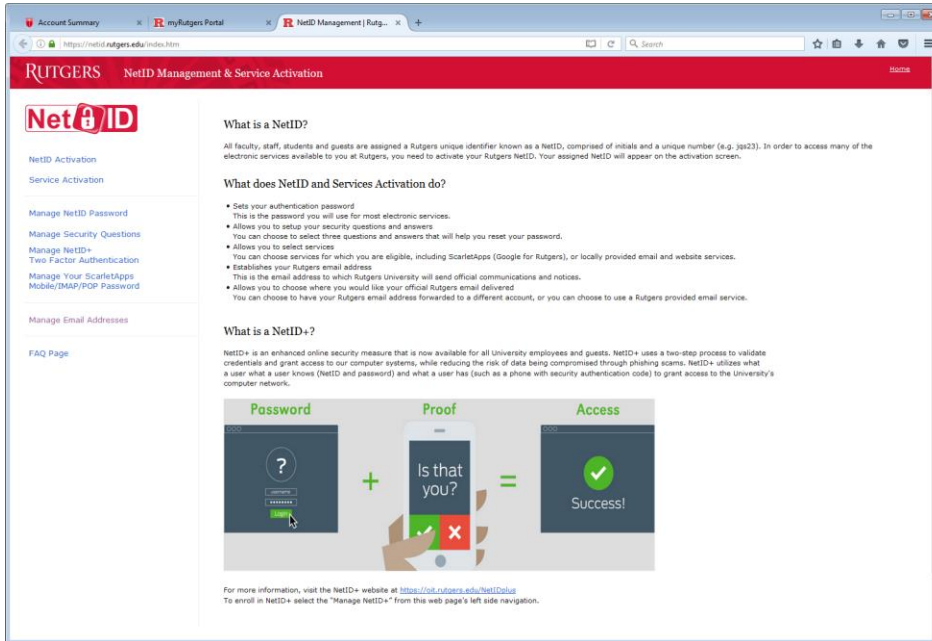


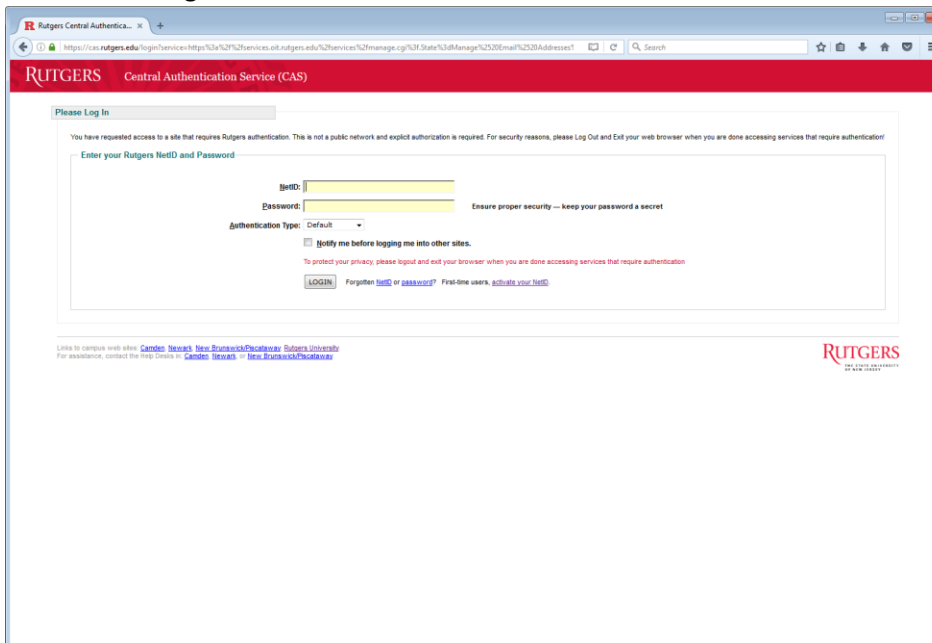
If you are receiving a message that says “Your account is not authorized to use this service”, then you need to update the official RU Student E-mail address on file. Please complete the steps outlined below in the screenshots. After completing the steps below, please try logging in again.

Changing/Updating Official RU Student E-mail

1. Go to <https://netid.rutgers.edu> .



2. Click on "Manage Email Addresses".



3. Enter your netID and Password.
4. Update your, "Official Rutgers Email Address" to your netid@rutgers.edu , then, Submit Request.