



QUICK INFORMATION

Always keep your personal information confidential.

LTC Campus Computer Login (Network Access)	
Username: Student ID #	
Initial password: 1 st two letters of first name, 1 st two of last name, last 4 of SSN# (or last 4 of Student ID#, if SSN# not provided) <i>Ex: josm1234 (all lowercase letters)</i>	
*At first login, you will be required to create a new password based on criteria:	
<ul style="list-style-type: none"> ▪ 8-12 characters ▪ An uppercase letter ▪ A lowercase letter ▪ A number (0-9) 	
May NOT contain first, last, or username	
*Your password for Network (campus computers), Office 365, Email, Instant Access, and Library Databases are the same; if you change one, you change them all.	
Student Email portal.office.com	
Last name + last 5 digits of student ID <i>(Ex: lastname45678@gotoltc.edu)</i>	
Email: _____@gotoltc.edu	
Password: Computer Password (created above)	
Microsoft Office 365 portal.office.com	
Username: LTC Student Email	
Password: Computer Password (created above)	
Access online Microsoft applications such as Mail, Calendar, OneDrive, Word, PowerPoint, Excel	
LTC Instant Access mycampus.gotoltc.edu	
Username: Student ID#	
Password: Computer Password (created above)	
Access LTC applications and software in one place using one password	
LTC Blackboard gotoltc.blackboard.com	
Username: Student ID#	
Password: Last 4 of SSN# (or last 4 of Student ID#, if SSN# not provided)	
Questions? Contact michael.nelson@gotoltc.edu , 920-693-1654	

Updated for August 2017-18

MyLTC	gotoltc.edu
Username: Student ID#	
Password: You create at first log in Click on "Need to create a password"	
Financial Aid/Dynamic Forms	2 nd tab in MyLTC
Username: You create	8 or more characters with at least one letter
Password: You create	May not contain username; meets 3 of the 4 criteria: contains numbers, uppercase letters, lowercase letters, and/or non-alphanumeric special characters
FSA ID (Federal Student Aid)	fafsa.ed.gov
Username: You create	6-30 characters, any combination of numbers and uppercase/lowercase letters
Password: You create	8-30 characters, meets 3 of the 4 criteria: contains numbers, uppercase letters, lowercase letters, and/or non-alphanumeric special characters
Library Databases	gotoltc.edu/library
Username: Student ID#	
Password: Computer Password (<i>see other side</i>)	
My Account: gotoltc.edu/library, click on My Account to view or renew items checked out and Opt-In to library text messages.	
Questions? Contact library@gotoltc.edu , 920-693-1130	
WI TechConnect	wisconsin-techconnect.com
LTC's Online Job Board	
Username: Use LTC Email	
Password: You create	At least 6 characters; contains 1 number and 1 letter
Questions? Contact cps@gotoltc.edu or 920-693-1706	
Discounted Software	wisc.edu/wisc
Under WTCS Students, choose Lakeshore, Choose desired software; click Log In to Order	
24/7 COMPUTER HELP DESK	
gotoltc.edu/support or Toll-free call: 877.446.9582 Dial '#61767' on a campus phone	
Receive help with password resets, MyLTC, Office 365, email, Blackboard, Instant Access, & more!	
Visit gotoltc.edu/current-students/technology for help tutorials and instructions on using LTC applications.	