Accessing CougarMail from CougarWeb –
A brief tutorial to guide the student from CougarWeb to CougarMail

Step 1: From the main login screen at www.collin.edu, enter your CougarWeb login and password on the top right-hand side of the screen.

If login is successful continue to Step 2

Step 1.1: Should you find yourself at the secondary login screen, simply input your Cougarweb username and password on the top left-hand side of the screen.
Step 2: From the **Home** tab, select the **Student** tab.

Step 3: From the **Student** tab select the **CougarMail** link located at the top center of the screen under the window marked **Cougar Connect**.
Step 4: Sign in on this Google page to access your Cougarmail account.*

*NO NEED TO CREATE A NEW ACCOUNT.

- Email: YourUsername@cougarmail.collin.edu
- Password: Last 6 digits of your CWID

You will now have access to your Collin College Cougarch email account.

*Should you have an existing Gmail account, you may land on a different page; if so continue to Step 4.1.

Step 4.1: If you have an existing Gmail account, you will land on a page that asks you to “Add an Account”. Click the Add Account button.
Step 4.2: From this page you will add your entire **CougarMail** address in the top field and the last 6 digits of your CWID for your password. Click “Sign In”. You now have access to your cougarmail.

*If you’ve forgotten your username or CWID*

Go to [http://iws2.collin.edu/techsupport/stusupport.shtml](http://iws2.collin.edu/techsupport/stusupport.shtml) for more directions.