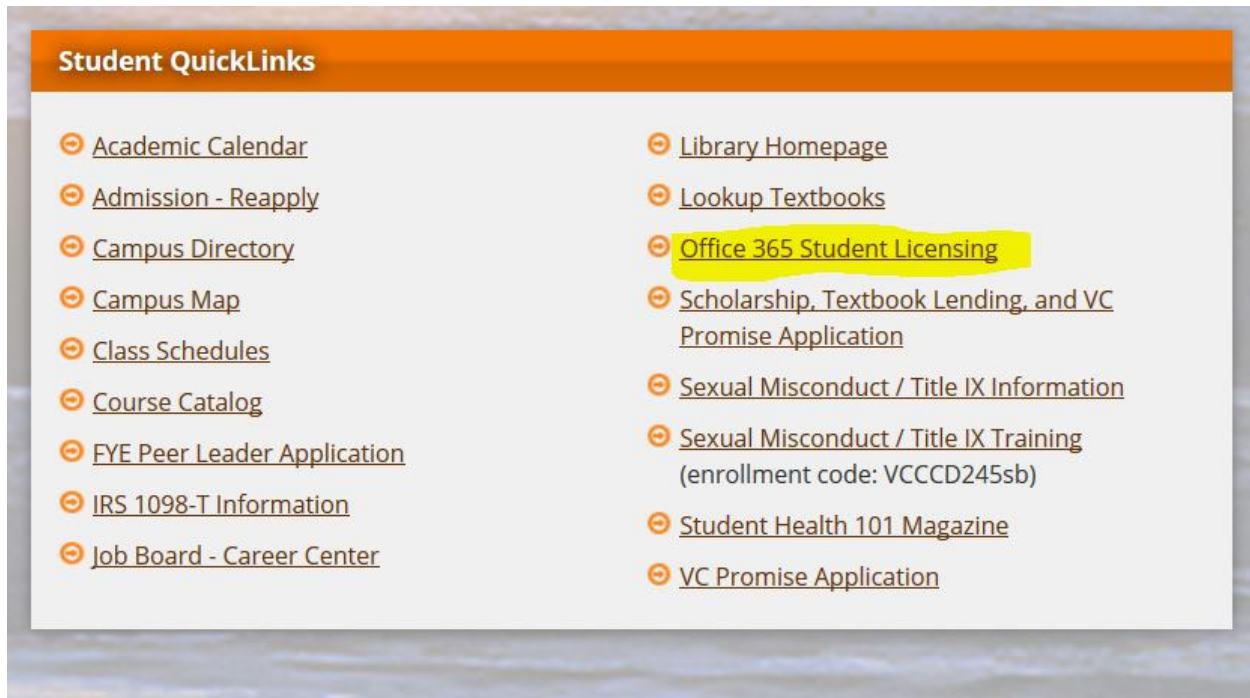


Instructions to find the link to download Microsoft Office 365 (Student)

Login to your [VCCCD Portal](#) and on the [MyCollege](#) tab you will see a module for [Student Quick Links](#) near the bottom right of the page. Here there is a link (highlighted).



If for some reason your portal page is any color other than orange (Ventura College colors) click on **Sites** at the top right and choose Ventura College.



This allows you to change to the Ventura College scheme. You can change to any of the campuses at any time through Sites.

Once you click on the link Office 365 Student Licensing, please follow the instructions on that page.

Please note:

If you seem to have difficulty getting this software installed, check that you have entered your email correctly. Do not forget the MY in your email address, and the dots. Your email should be like this:

firstname_lastname#@my.vccd.edu

Do not forget that there is a MY in your email address and a dot between MY and VCCCD.