This handout aims towards assisting students in connecting to RICConnect and learning about the Student Toolbox. RICConnect is a service that enables the student to sign up for classes, check grades, and even review their financial aid. Logging on is simple, all you need is your student ID and your social security number. The Student Toolbox also can greatly assist you in integrating your education with technology.

**Connecting to RICConnect:**

1. Launch the Rhode Island College Website at: [www.ric.edu](http://www.ric.edu)
2. Click **Online Services** link at top, right hand corner of page.
3. In the **center** section, click on RICConnect.
4. From there, you will be asked to enter your user **ID** and **Password**.
5. In the Log On box, type in your network account username: **Example: dmendez_1234**

   *Your Username is constructed by taking your first initial followed by your last name, followed by an underscore “_” and the last four digits of your student ID.*

6. In the password field, type in your password and click **OK**. **Example: mar071224**

   *Your default password is the first three letters of your birth month (in lowercase text), followed by the day of your birth, and followed by the last four digits of your social security number.*

The **Student Toolbox** enables one to obtain any information regarding Technology and other relative campus information. Think of it as your one-stop destination for being prepared for your first day of classes. Blackboard, parking, dining services, as well as a very helpful student FAQ section all help in assisting students with their changing needs. The **Student Toolbox** stays current with the changes that the college goes through, and always provides fresh information. To access the toolbox, go to [www.ric.edu/studenttoolbox](http://www.ric.edu/studenttoolbox)