




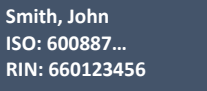



Primary Campus Accounts & Services



Campus Access Card

	You will use the Campus Access Card for campus building access and for a variety of on- and off-campus services. For a complete description of available services, please visit the Campus Card Office website. NOTE: The lower left hand corner of this card indicates your RIN (Rensselaer Identification Number).
	To obtain your Campus Access Card, go to the Campus Card Webpage: https://info.rpi.edu/campus-card . There you will see instructions regarding how to obtain your Campus Access Card. If you have had a previous card with Rensselaer you must bring your last issued card with you to avoid a replacement fee.
	There is NO Campus Card in-person office. All requests must be made using a form request on the Campus Card Webpage. Please visit the link below for information regarding how to obtain your Campus Access Card. For assistance, contact the Campus Card Webpage at https://info.rpi.edu/campus-card You can also check the OGE Website here for updates about how to obtain your Campus Access Card.



RIN (Rensselaer Identification Number)

	You will use your RIN to access the SIS (Student Information System). The RIN is a nine digit number beginning with 66.
	To locate your RIN, see the bottom, left-hand corner of your Campus Access Card. The RIN is also listed on the Graduate Enrollment Checklist (enclosed with your admissions letter). In addition, international students can see their RIN listed on the documentation that accompanies the I-20.

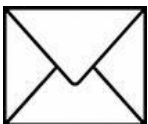


RCS (Rensselaer Computing System) Account

Example: smithj58	You will use your RCS Account to access the campus network including printers, Internet, email, VPN and RPI LMS (Learning Management System). Your RCS UserID will be the first five letters of your last name followed by the first letter of your first name; however, if this sequence is already in use, one or two digits will follow.
	To retrieve your RCS User ID and activate your RCS Account, either enter a Support Request at https://itssc.rpi.edu or email helpdesk@rpi.edu . Include your full name, RIN and an external email address. You will receive a 16 digit PIN and instructions on retrieving your RCS UserID and temporary password.
	For assistance, please visit the DotCIO website at https://support.rpi.edu to review helpful tips, announcements, submit an online request and see current help desk hours of availability.




ACCESSING THE VPN

	<p>To improve security access to systems from off-campus, including email, connecting to the VPN requires Multi-Factor Authentication (MFA) using Cisco AnyConnect Duo.</p> <ol style="list-style-type: none"> 1. If you do not already have Cisco AnyConnect Secure Mobility Client installed, please follow the instructions: VPN Installation and Connection . 2. The Cisco AnyConnect Duo APP is used in conjunction with Cisco VPN to provide Multi-Factor Authentication. Please follow the instructions to configure and learn how to connect VPN with Multi-Factor Authentication .
	<p>For assistance, please visit the DotCIO website at https://support.rpi.edu to review helpful tips, announcements, submit an online request and see current help desk hours of availability.</p>




Email

	<p>Registered students have email accounts in the form of 'RCS userid'@rpi.edu (e.g. smithj58@rpi.edu). You can use any client you like to check your RPI email, or our webmail client. Important notices are sent via email, so please check this regularly.</p>
	<p>To access your Webmail account, visit webmail.rpi.edu In the RCS ID field, enter your RCS UserID. In the Password field, enter your RCS password. NOTE: Never share your password. RPI will never ask you to reveal your password. IMPORTANT: If off-campus you need to be connected to the VPN to access your email.</p>
	<p>For assistance, please visit the DotCIO website at https://support.rpi.edu to review helpful tips, announcements, submit an online request and see current help desk hours of availability.</p>




SIS (Student Information System) Account

	<p>You will use this self-service system to maintain many of your personal records, such as registration information, financial aid information, etc. NOTE: The RPIAlert System uses information from this account to notify the campus of emergency situations. If you change your contact information, please update this account immediately.</p>
	<p>To establish your SIS Account, visit sis.rpi.edu. Click on Forgot Password. Enter RIN and click on Reset Password. Follow the instructions in the link received in your RPI email.</p>
	<p>For assistance, submit a Support Request at: https://itssc.rpi.edu Include your full name, RIN, external email address and description of what you need assistance with.</p>

LMS (Learning Management System) Account

 Course Content	You may use the RPI LMS to access course communications, announcements, resources, etc. Your instructors may or may not use this service. The LMS is sometimes referred to as Blackboard, which is the current LMS product used by RPI.
	To access your LMS Account, visit lms.rpi.edu . In the RCS ID field, enter your RCS UserID (e.g. smithj58). In the Password field, enter your RCS password.
	For assistance, contact the LMS Consultants by going to the LMS Institution Page and submitting a Help Ticket

Parking and Transportation

	Although not required, parking permits are available to purchase. Commuter students have the option to park in North Lot, the Parking Garage or in the Fieldhouse Lots (B,D,E) The Rensselaer shuttle services provides transportation on and around campus, including a weekend/late-night shuttle to and from Rensselaer campus to downtown Troy
	Due to COVID-19, the Parking and Transportation Services Office is not open to students at this time. Please contact them at the link below with any questions.
	For assistance, contact Parking, and Transportation Services at parking@rpi.edu or 518-276-6616 <ul style="list-style-type: none"> https://info.rpi.edu/parking-and-transportation

Disability Services and Accommodations

	The Office of Disability Services for Students (DSS) obtains and files all disability-related documentation and makes assessments about service eligibility, reasonable accommodations, and support services to allow all students equal access at RPI.
	For information on accommodations and support visit the Office of Disability Services for Students, located in Academy Hall (on the corner of 15 th Street and College Avenue), 4 th Floor, Suite 4226. Please note: This office may not currently be open for in-person appointments. Please contact the office by email or phone as noted below.
	For assistance contact Disability Services for Students at dss@rpi.edu <ul style="list-style-type: none"> https://studenthealth.rpi.edu/disabilityservices 518-276-8197 Monday – Friday from 8:30 am – 5:00 pm

Campus Safety and Emergency Services



Campus Safety provides 24-hour service and response on campus. This includes campus patrolling, escort services for students walking alone at night, safety training, emergency call boxes throughout the campus, and the RPIAlert system. As always, in the event of any emergency, you can **dial 911** from any phone.



For more information on campus safety and safety training, visit:

www.rpi.edu/dept/public_safety

- On-campus emergencies: 518-276-6611, or ext. 6611 from any campus phone
- Non-emergency and safety escorts: 518-276-6656
- Incidents off-campus, the Troy Police Department: 518-270-4411
- Info Line (for closings and delays): 518-276-6600