Office 365 Student E-mail Service
Forward Gmail to Office 365 Account

San Jacinto College provides email service to all fully registered and paid students. This document describes how students who have a student Gmail account can forward their emails to their new Office 365 email account.

Instructions

1. Log into your student Gmail account at: http://mail.student.sanjac.edu/
2. Open the email you wish to forward to your Office 365 account.
3. Click the Forward link.
4. In the TO field, type in your Office 365 student email address.
5. When ready, click Send.

Repeat these steps for any other emails you wish to send to your Office 365 email account.

What if I Need Help?

The Open Labs in the Interactive Learning Centers (ILCs) on each campus will have available a number of short documents describing how to access, set up, and use your account. Also, the Lab Assistants will be able to help answer your questions.

You may also contact San Jacinto College Technical Support via the following options:

✓ Online at http://techsupport.sanjac.edu
✓ By phone at 281-998-6137 (x6137 if on-campus)
✓ By email at TechSupport@sjcd.edu