



Student Login Instructions for Microsoft Office 365

Welcome back students and families! As we kick off the school year, we wanted to provide you with some guidance on how to access your student Office365 account. This account will provide access to all the tools in the Microsoft Office suite including PowerPoint, Word, and Microsoft Teams.

For Returning Students:

Microsoft

Sign in

5555555@charterk12.net

No account? [Create one!](#)

[Can't access your account?](#)

Next

For students who already have an Office365 account that was setup last fall, the process for logging in has not changed. You will simply go to my.charterk12.net and enter your existing credentials, then click "Next".

Next, you will enter the password you set last year and click "Sign in". If you have forgotten your password, you can click the "Forgot my password" button to get a reset link sent to the recovery email address that was set up last fall.



CSA

← @charterk12.net

Enter password

.....

[Forgot my password](#)

Sign in

CSA

← @charterk12.net

Enter password

.....

[Forgot my password](#)

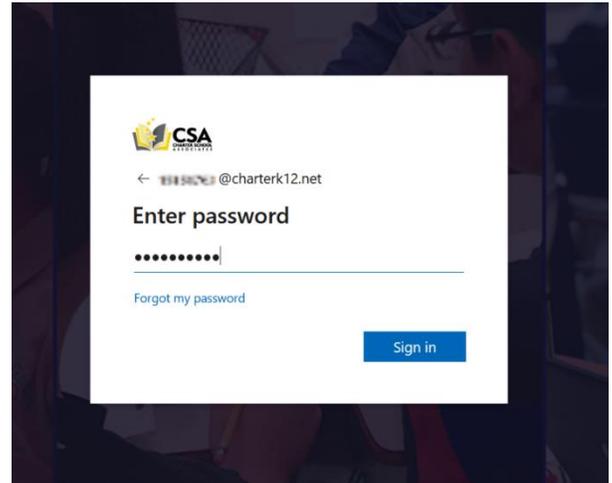
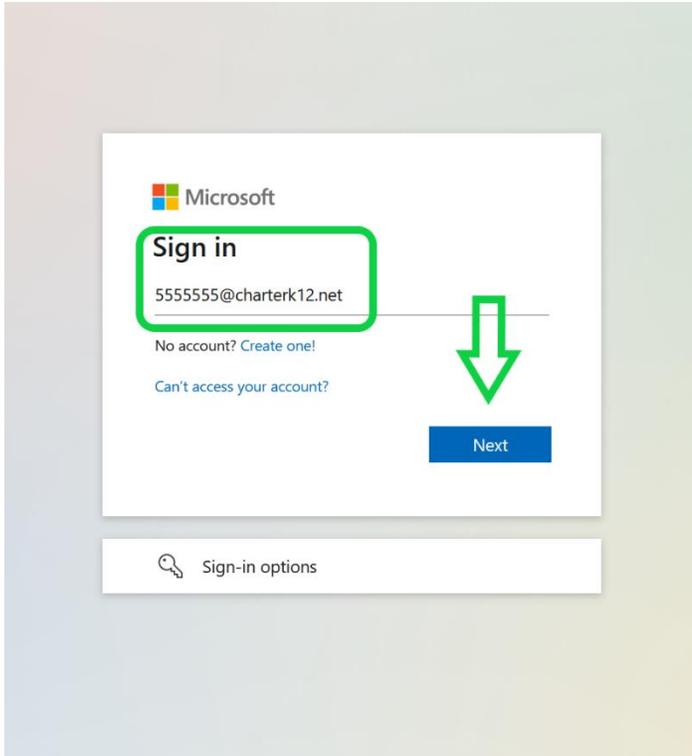
Sign in

For New Students

If you are new this year, welcome! Part of joining our family of schools means that you too will have access to the full Microsoft Office suite of tools! To login for the first time, you will follow the same process as returning students, however, you will use Student.123 for the password. This password has been set by default. You will be prompted to reset this temporary password the first time you sign in, along with setting up a recovery email address for the event that you need to reset your password.



Begin by going to my.charterk12.net. From there, enter the student username from PowerSchool followed by @charterk12.net as the username, then click “Sign in”. From there, use Student.123 as the password. Once signed in, you will be prompted to reset your password. Please write this new password down for reference in the future.



Once signed in, you will have access to all the tools available on the Microsoft Office Suite. Please take some time to explore some of these resources. If you have any questions or need assistance, please contact your school directly and we will be happy to help!

Have a great start to the school year!