

# Single Sign On Has Arrived at Webster University

To: Webster University Students  
From: Webster Information Technology  
Date: Monday, September 15, 2008  
Subject: Registration & Services Online Integrated Into Connections

We are pleased to announce that as of Wednesday, September 17, 2008 you will have one less username and password to remember. Registration & Services Online has been integrated into the Connections portal.

To access these services, which include class registration, grades, financial aid information and account statements and payment, log on to Connection (<http://connections.webster.edu>) with your Connections username and password.

Once logged on, locate the **Student Academic Services** channel on your “**Student**” tab and click the link. For security purposes, you will then be asked to enter your Connections username and password once again. Once you have done so, you will be logged into the Registration and Services site. Once logged in proceed as you normally would, nothing about the registration application have changed, only the way you log in.

If you have forgotten your Connections username and password you may reset it by going to <http://connections.webster.edu> and clicking on “I’ve forgotten my username or password”.

If you never had a Connections account, please contact the Help Desk at 866-435-7270.

For more information on Connections, please visit <http://www.webster.edu/helpdesk/students/connections>

For more information on Single Sign On please visit <http://www.webster.edu/technology/sso.shtml>

## Student FAQ

### **Q: How do I get my Connections username and password?**

**A:** About 10 to 14 days after you register for classes the first time at Webster you will receive a letter in the mail with a temporary password. Take this password and go to <http://connections.webster.edu> and click on "My Connections Account Settings" then click on "Create New Account". From there, follow the instructions to setup your account.

### **Q: How do I register for classes?**

**A:** Logon to Connections. Locate the "Student Academic Services" channel on your **Student** tab. Click on **Student Services** link. Enter your Connections username and password again for security. Once in the application, click the Register button on the left side of the page.

### **Q: Do I still need my Registration & Services online password?**

**A:** No. This password is no longer used. You access all Registration and Services online through Connections.

### **Q: How do I reset my Connections password?**

**A:** Go to <http://connections.webster.edu> and click on "I've forgotten my username or password"

### **Q: I'm having problems setting up my Connections account or resetting my password, what do I do?**

**A:** Call the Help Desk at 866-435-7270

### **Q: Where can I find more information about Connections?**

**A:** Go to <http://www.webster.edu/helpdesk/students/connections>

### **Q: What can I do in Connections?**

**A:**

- Access your Webster email
- Access & participate student groups
- Access online courses
- Read important announcements
- Register for classes
- View and pay your bill
- View your grades and request a copy of grades
- View degree audit
- View unofficial transcript
- Update address & telephone number
- Purchase parking pass
- Access personal and group calendars
- Add tabs and channels to make Connections a centralized point of information for your Webster life