

# How to Set up your BSCTC Username & Password

Setting up your account is easy and here is

## WHAT YOU WILL NEED:

- Your birth month and day
- Your KCTCS Student ID (it is the nine-digit number at the top left corner of your class schedule)
- Your personal email address (if you provided one when you applied for admission)



1

Go to [www.bigsandy.kctcs.edu](http://www.bigsandy.kctcs.edu)

2

Choose **Current Students** at the top left of the web page

3

Scroll down and click on **User Account Center**

4

Choose **Setup your User Profile**

5

Enter your **birth month and day**

6

Enter your **KCTCS Student ID**, then click Next

7

**Verify your identity** by having a code sent to your personal email or cell phone

8

Once you have verified your identity, choose, and **answer three security questions**

9

Finally, you will receive your Username and **create your password**

10

Your Big Sandy email address is your Username followed by @kctcs.edu.  
**For example:**  
bsmith0012@kctcs.edu

Now that your account is set up,

- Go to [www.bigsandy.kctcs.edu](http://www.bigsandy.kctcs.edu)
- Click on **Current Students** at the top left of the web page
- Scroll down and choose **MyPath**

How to Reset your Password

- Did you forget your password or are you a returning student? Here is how to reset your access:
- Go to [www.bigsandy.kctcs.edu](http://www.bigsandy.kctcs.edu)
- Click on **Current Students** at the top left of the web page
- Scroll down and choose **User Account Center**
- Click on **Reset Password**

### Note:

Your Username will be the first letter of your first name, your last name, and a series of four numbers. For example: bsmith0012

