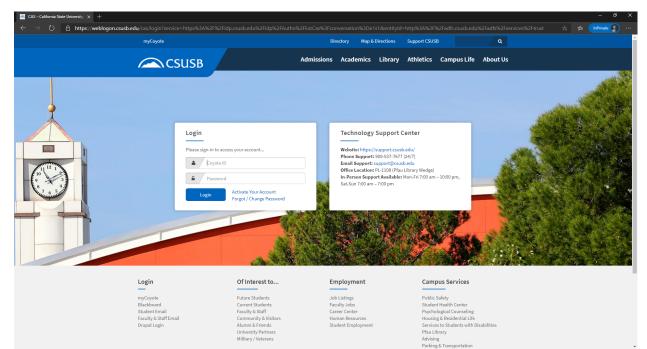# Online Services Requests Login Instructions

In order to access and proceed to our online services request page, you will need to login to your coyote account through Microsoft's Office 360 website.

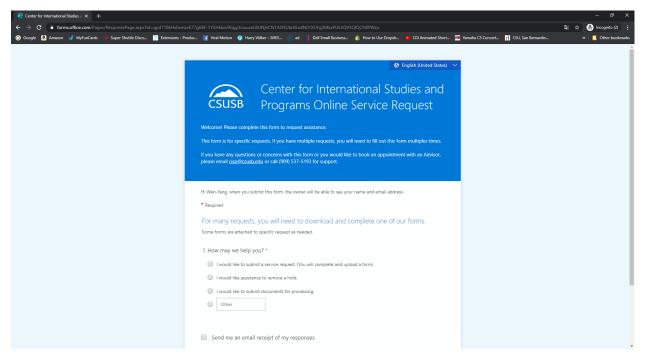1. Click on "Services Requests" or "Orientation Document Upload" to start the login process

2. You will need to log in using this credential: yourCoyoteID@csusb.edu **(Please note, it is NOT yourCoyoteID@coyote.csusb.edu)**. Please click Next.

3. You will be direct to campus coyote login. Please enter your ID and password.

4. After you successfully login, you will be redirect to the Services Request page.

5. If you have any questions, please contact us at 909-537-5193, cisp@csusb.edu