Accessing MyRCC:

1. go to the RCC Homepage at Rappahannock.edu
2. Click on the MyRCC link in the top left:

What has changed?

The links to the applications you use most at RCC have been made more obvious. Once you access any of the applications they still work the same as before this change.

First Login

The first time you log into the New myRCC, you will be prompted to Set Security questions—You need to set Five (5) security questions and answers to be used if you forget your password or when it expires. You may choose one of theirs (Use the selection arrows) or type your own questions.

Click Save at the bottom of the question pane to set your Q&A.

You CAN go around this step by clicking the Return to Portal home button, but you will be prompted continually until you do set the questions.
Logging into MyRCC

1. If you do not have your username click on the Forgot Username button to look up your username and set a temporary password. Once you have your username, continue to next step.

2. Enter your Username in the box

3. Enter your temporary Password (you will be prompted immediately to change it.)

4. Click Sign In

Changing Passwords

1. If you are a first time user you will be prompted automatically. If you are not, you will need to click Account Details

2. Type your New password in the box, then once again just below that

3. Note the Password Requirements:
   a. 8—32 Characters in Length
   b. At least one UPPERCASE letter
   c. At least one lowercase letter
   d. At least one Number (0—9)
   e. At least one Special Character (e.g. !@#$%)

3. Set Security questions—if you have not already, you need to set 5 security questions and answers to be used if you forget your password or when it expires. You may choose one of theirs (top of screen) or type your own questions.

   Keep the answers simple, but unique to you—they will ask you a random 3 of the 5.

4. Click OK at the bottom of the screen

   You will be prompted to log in using the new password.

Note: Please allow 10 minutes between changing your password and accessing Blackboard or SIS.