



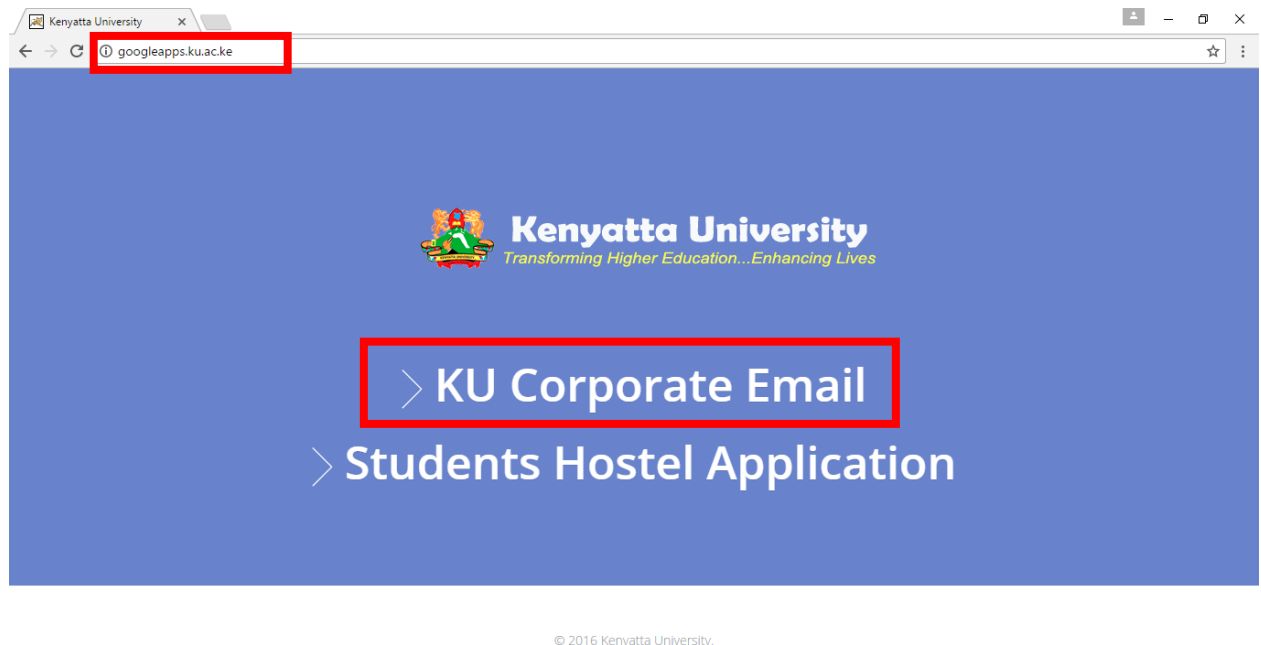
KENYATTA UNIVERSITY

How to create and activate student KU Corporate Email Account

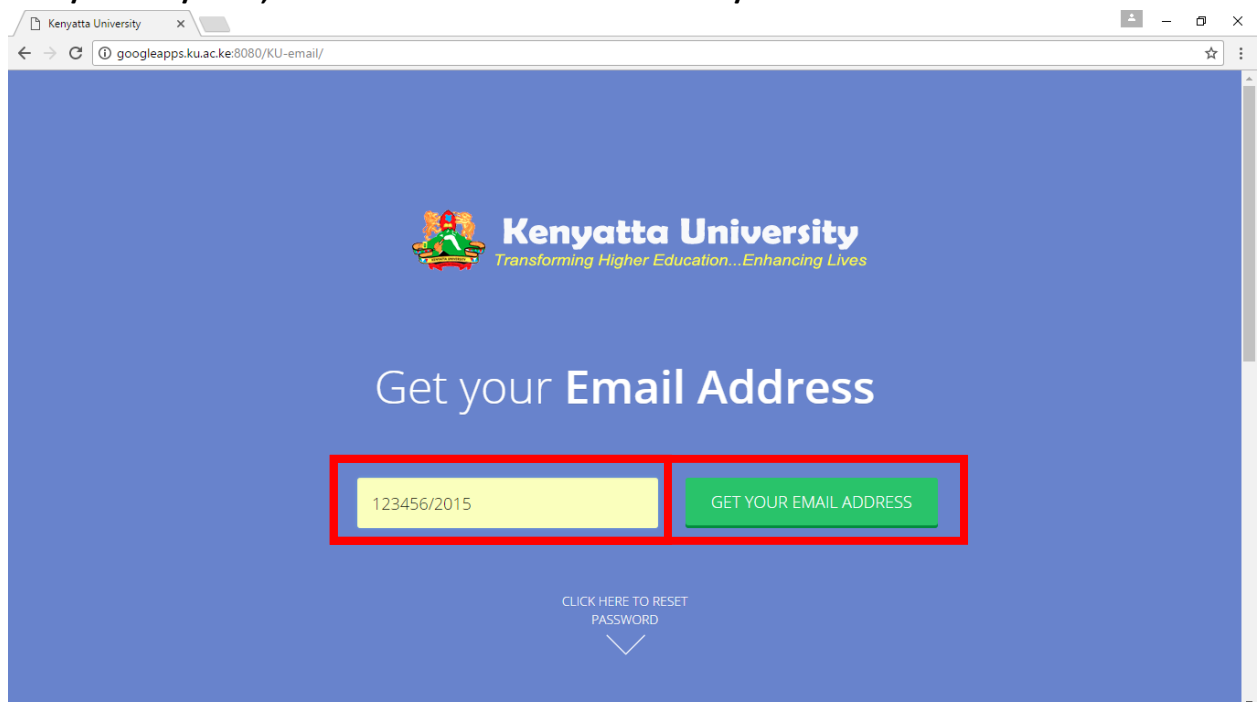
This article shows you how to create and activate a student KU corporate mail account.

STEPS

1. On your browser, type **googleapps.ku.ac.ke** and press enter. Then click in **KU Corporate Email**



2. Type your **Student number** and click on the **GET EMAIL ADDRESS** green button. The student number is the last two parts of the full registration number separated by a forward slash e.g. for **E35S/123456/2015**, the student number will be **123456/2015**

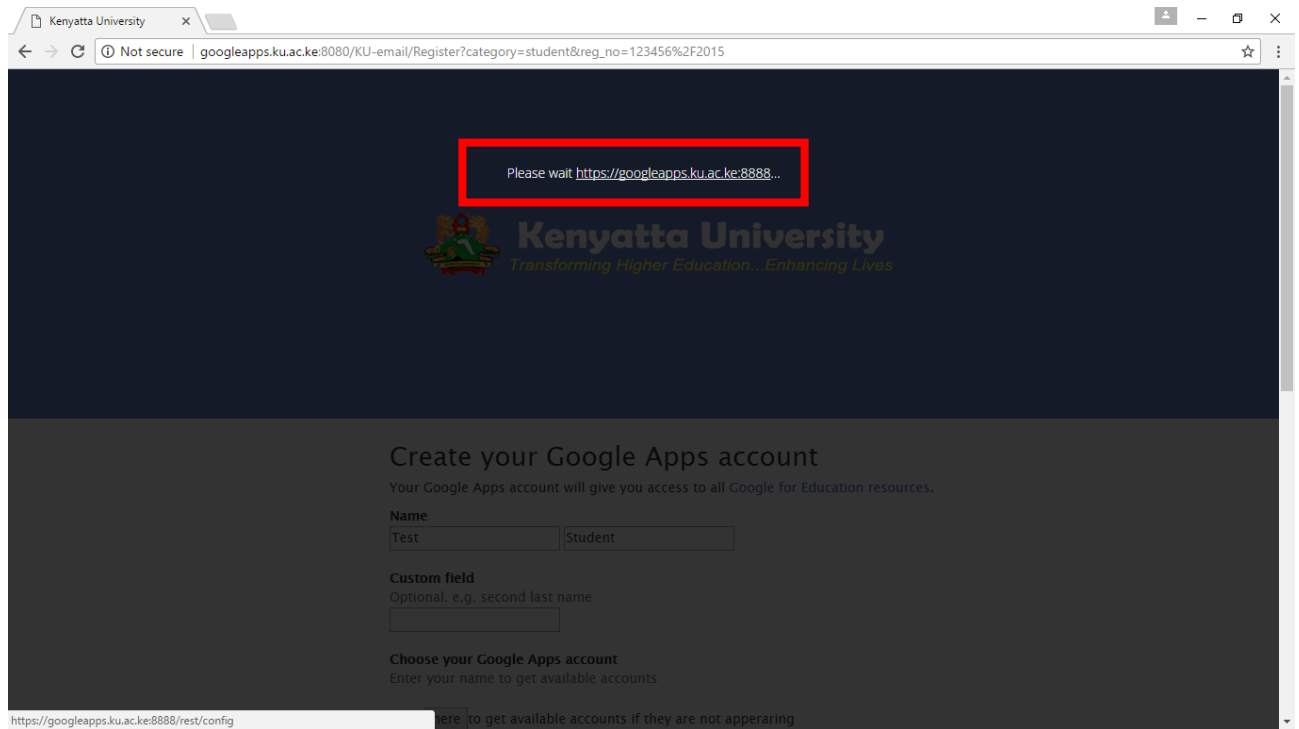




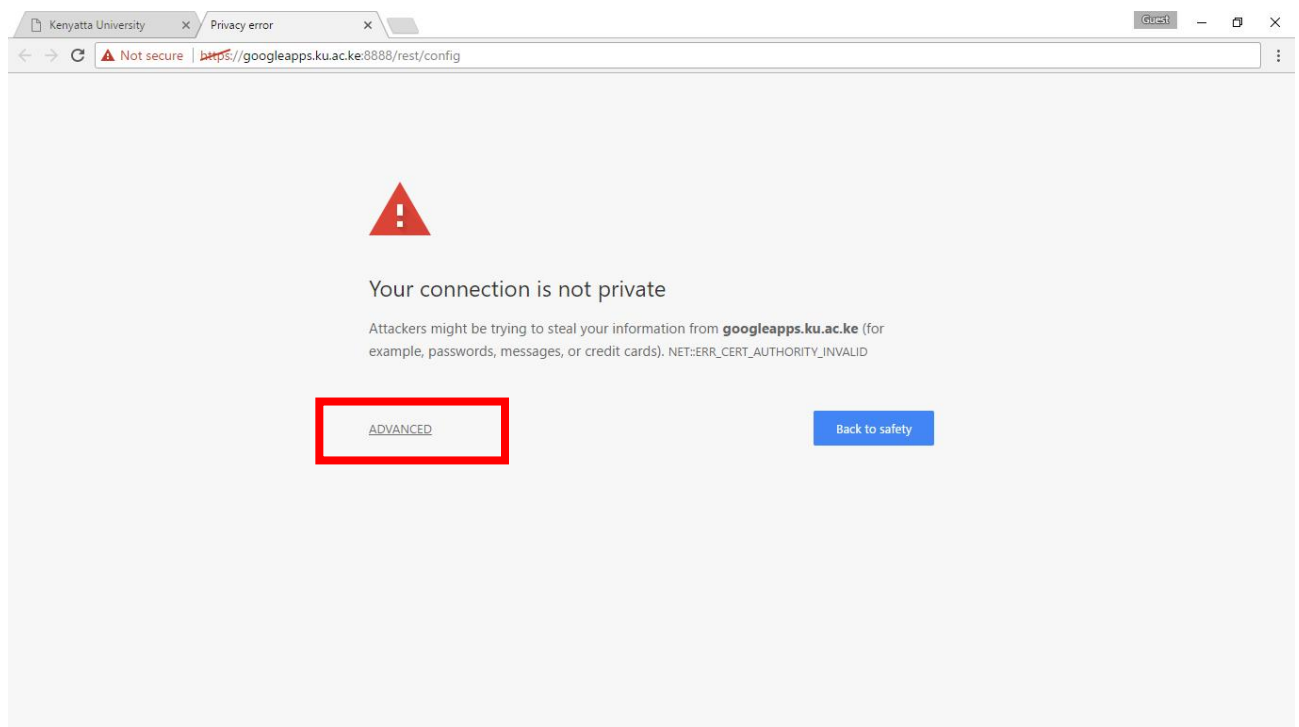
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3. Click on the **Please wait** link on the next page to allow security exceptions



4. Click on **Advanced**

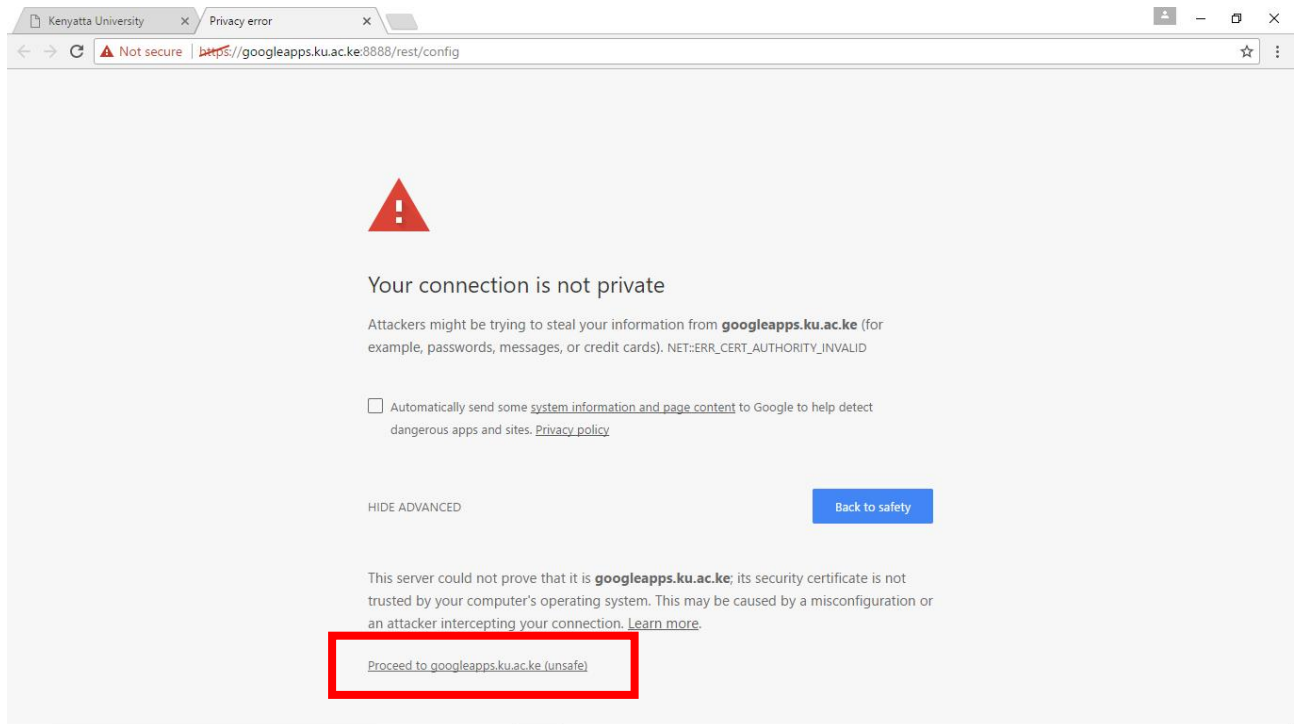




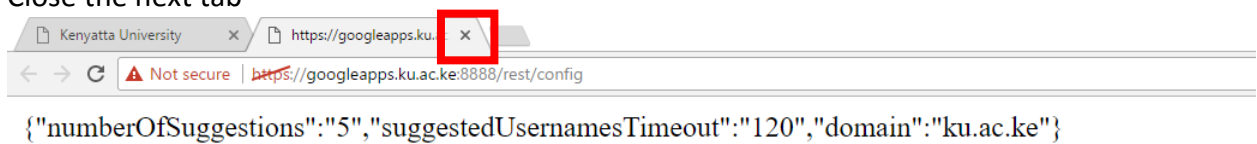
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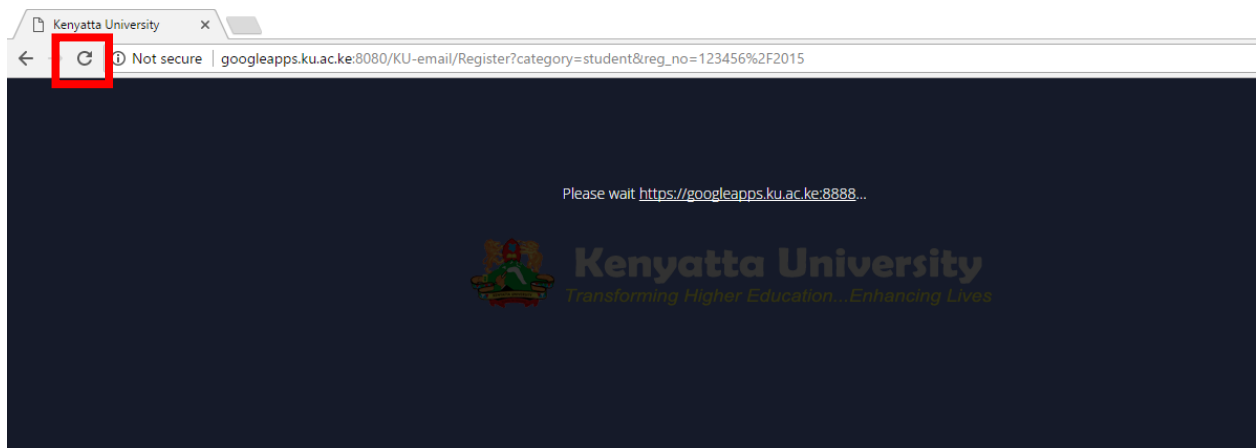
5. Click on **Proceed to googleapps.ku.ac.ke (unsafe)**



6. Close the next tab



Then reload the previous page as shown below





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7. Click '**Here**' to choose one available email address. Choose a **Security question** and type an **answer** for it. Put a secure **password** which must be more than 8 characters and click **Create Account**

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Not secure | googleapps.ku.ac.ke:8080/KU-email/Register?category=student®_no=123456%2F2015

Create your Google Apps account

Your Google Apps account will give you access to all [Google for Education](#) resources.

Name

Test Student

Custom field

Optional, e.g. second last name

Choose your Google Apps account

Click [here](#) to get available accounts if they are not appearing

- ☒ tstudent@students.ku.ac.ke
- ☐ tests@students.ku.ac.ke
- ☐ t.student@students.ku.ac.ke
- ☐ test_student@students.ku.ac.ke
- ☐ test.student@students.ku.ac.ke

Enter security question. This will help you reset your password.

what is your mother's second name?

Enter answer to the security question above: kenyatta

Create a password

.....

Create account

8. Your account is now successfully created.

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Google Apps account created!

Your Google Apps account **tstudent@students.ku.ac.ke** was successfully created. You can start using it [here](#).



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9. You can proceed to log at <https://mail.google.com> (just as you would log in to a Gmail Account)
Enter username and click next.

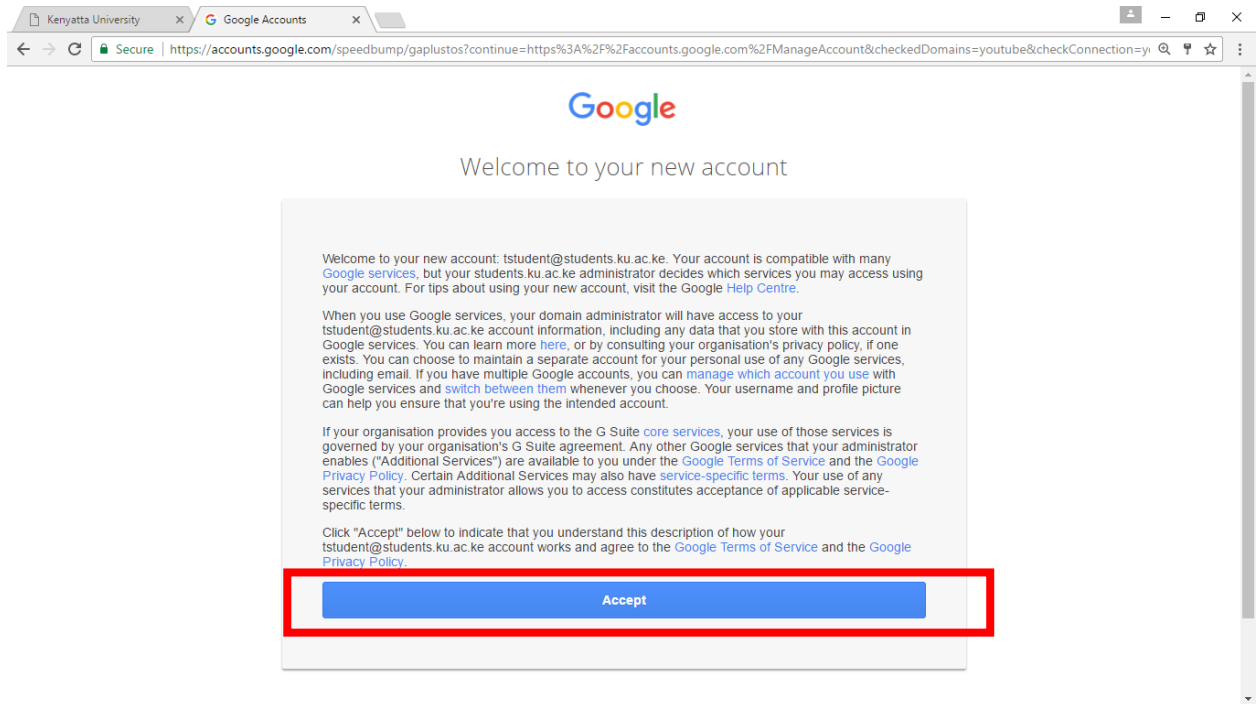
Enter password and click next.



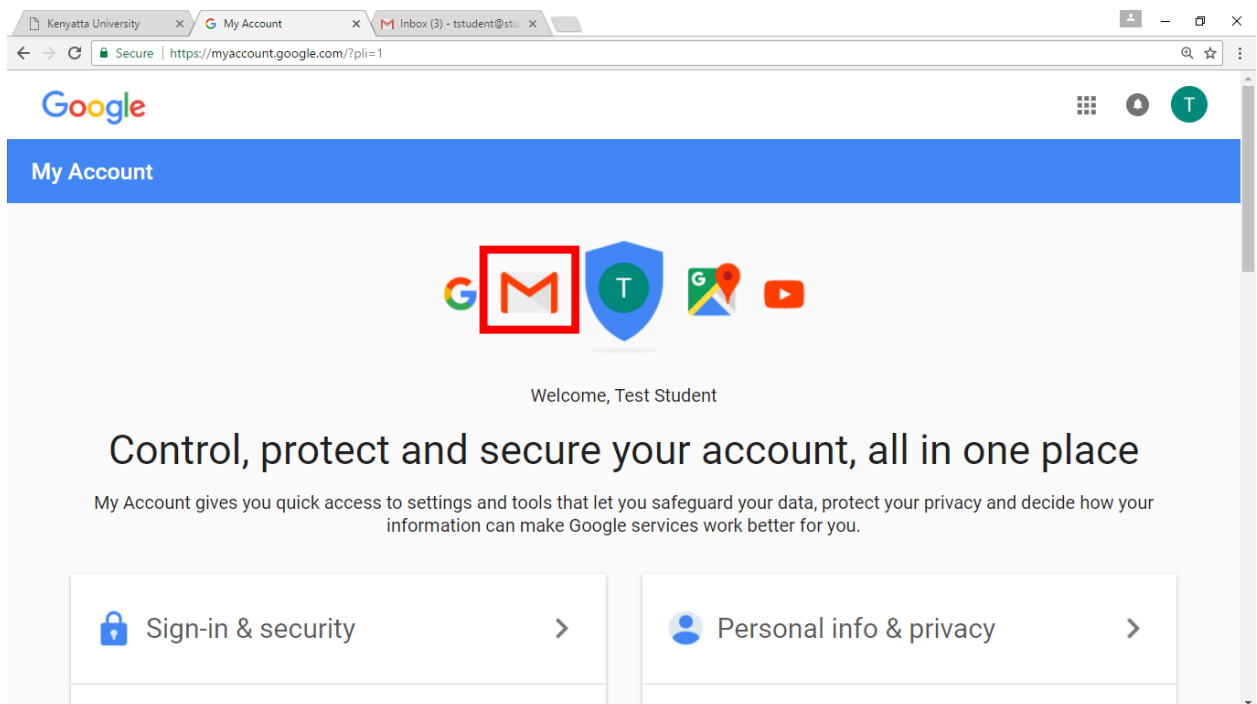
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10. Accept the Google Terms of Services



11. You are now logged in to your account. To access **email** click on the highlighted icon

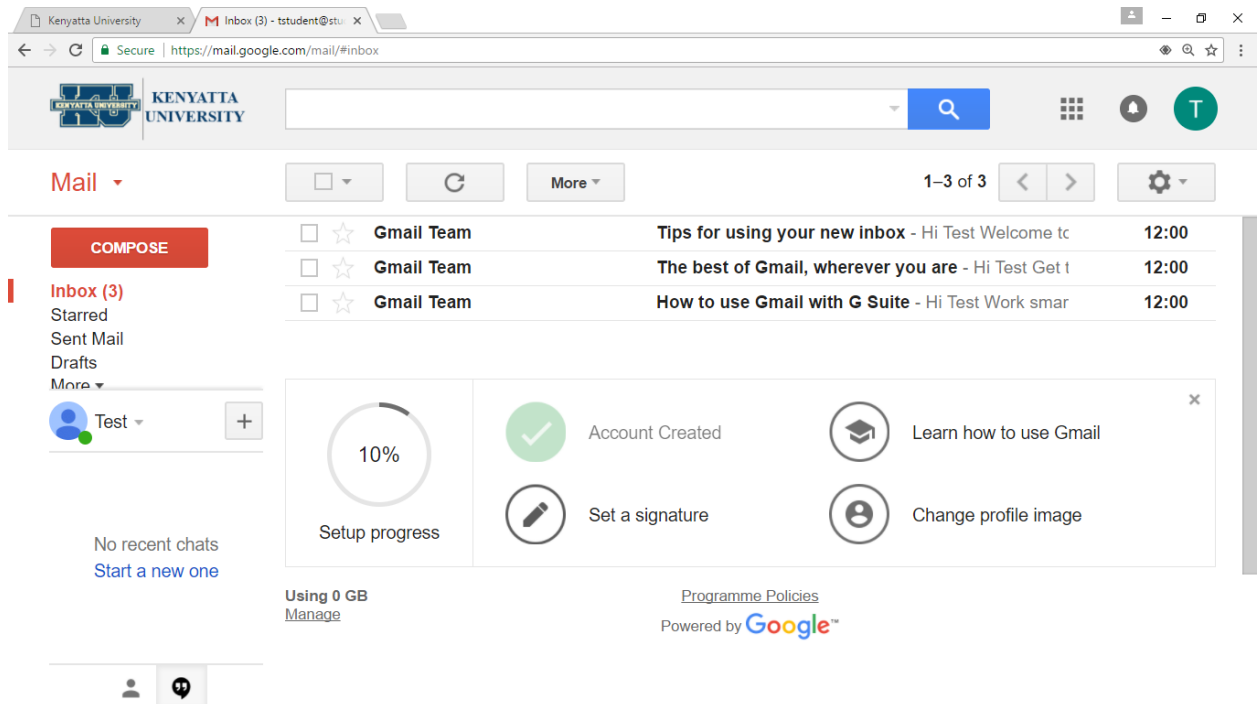




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12. You are now successfully logged in to your mail account



NB: In case of any queries please submit a ticket at <http://support.ku.ac.ke>