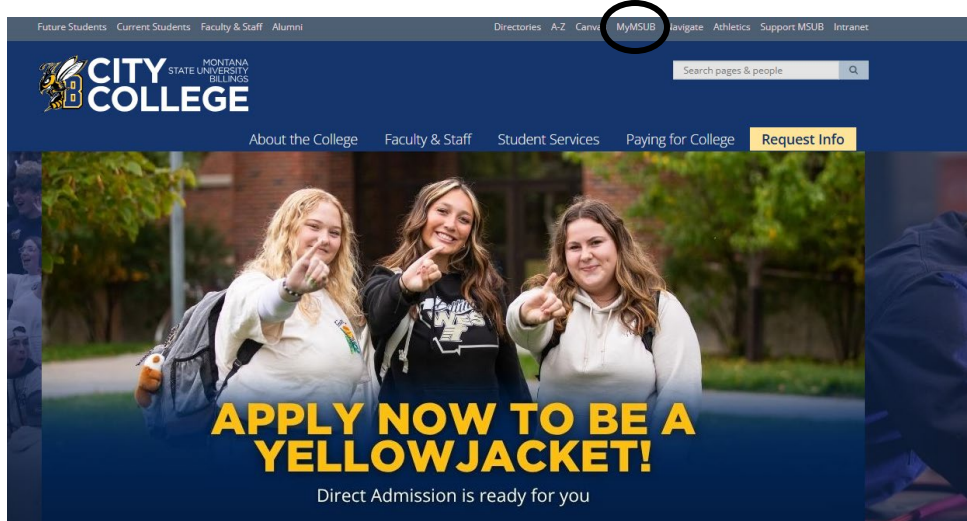


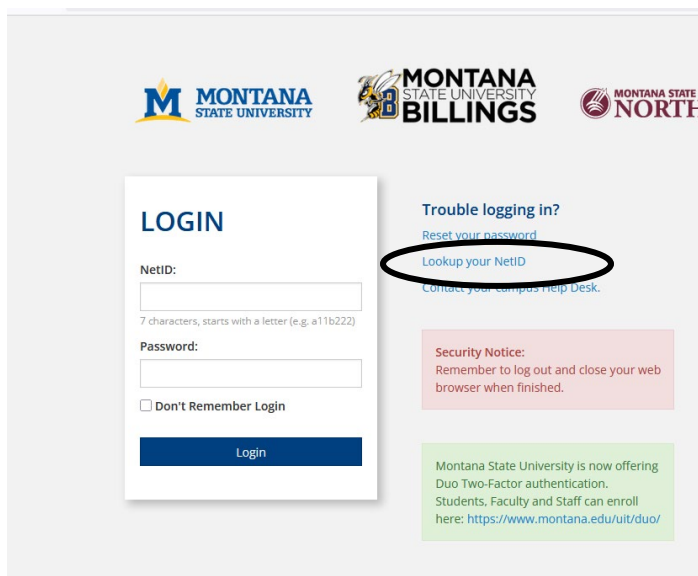
# Finding Your NetID

City College homepage: <http://www.msubillings.edu/citycollege/>

1. Click on **MyMSUB** at the top right of the page in the gray bar.



2. Click on “Lookup your NetID”



3. Enter your MSU ID (Student ID) number with the dash and click on **Submit** (this ID should be on your acceptance email from [admissions@msubillings.edu](mailto:admissions@msubillings.edu) or in your admissions acceptance letter that was mailed to you)

## Claim/Recover Your NetID

### Step 1

Enter your MSU ID

This ID begins with a - followed by 8 numbers.  
(example: -12345678)

Enter ID:

-12345678

Submit

#### Need help?

Contact your campus Help Desk.

##### Billings Help Desk

406-247-5700

[helpdesk@msubillings.edu](mailto:helpdesk@msubillings.edu)

##### Bozeman Service Desk

406-994-1777

[helpdesk@montana.edu](mailto:helpdesk@montana.edu)

##### Great Falls Help Desk

406-268-3700

[helpdesk@gfcmsu.edu](mailto:helpdesk@gfcmsu.edu)

##### Northern Help Desk

406-265-3765

[helpdesk@msun.edu](mailto:helpdesk@msun.edu)

- Enter your Date of Birth in the format indicated. Please note you can contact the help desk if you are having any issues.

### Step 2

Enter Date of Birth

Format birthdate as **mm/dd/yyyy**.

(example: July 21, 1996 would be 07/21/1996)

Date of Birth:

submit

#### Need help?

Contact your campus Help Desk.

##### Billings Help Desk

406-247-5700

[helpdesk@msubillings.edu](mailto:helpdesk@msubillings.edu)

##### Bozeman Service Desk

406-994-1777

[helpdesk@montana.edu](mailto:helpdesk@montana.edu)

##### Great Falls Help Desk

406-771-4433

[helpdesk@gfcmsu.edu](mailto:helpdesk@gfcmsu.edu)

##### Northern Help Desk

406-265-3765

[helpdesk@msun.edu](mailto:helpdesk@msun.edu)

- Your NetID will be shown in the box below, be sure to write it down before you proceed to Step 3 – which is setting up your self-service password portal

## Claim/Recover Your NetID

Your NetID is:

**A12B345**

Example NetID

*Please write your NetID down before proceeding to Step 3.*

### Step 3