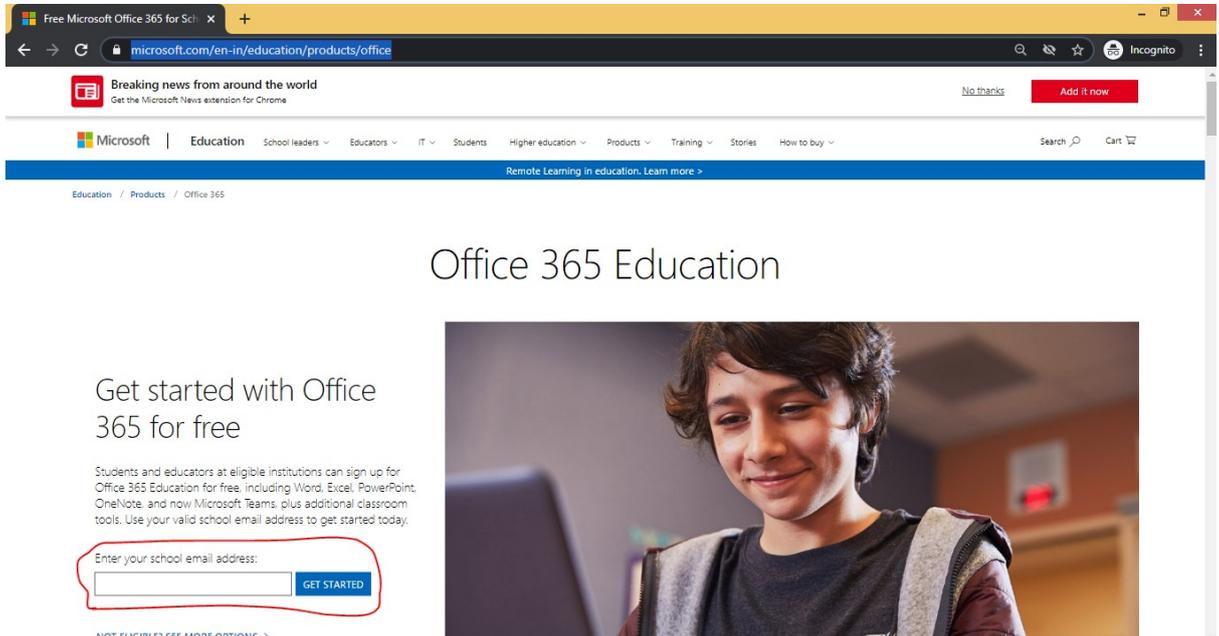


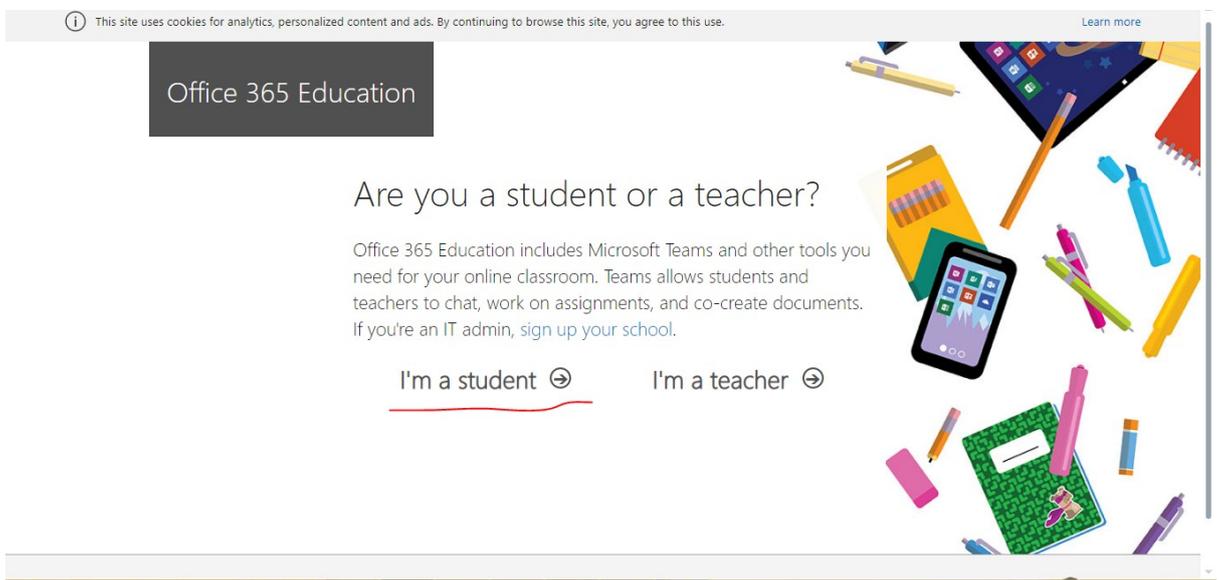
Steps to activate Microsoft Office 365 account for students (UG, PG and PhD)

Pre-requisite: Active Institute G-Suite Account

1. Go to the website <https://www.microsoft.com/en-in/education/products/office>
2. You will see a page as shown below:



3. Enter your institute email ID in the textbox as highlighted in the above picture and click on **GET STARTED** Button
4. You will be landed to a screen as shown below



5. Click on **I'm a student** as highlighted above. Don't select I'm a teacher, otherwise your account will be deleted.
6. You will land to the below page. Create your account by filling up your details.

Office 365 Education

Create your account

First name Last name

Create password

Confirm password

We sent a verification code to teachingfeedback@nits.ac.in. Enter the code to complete signup.

Verification code [resend signup code](#)

India

[Not seeing your country or region?](#)

Microsoft will send you promotions and offers about Microsoft products and services for businesses.

You will get a verification key in your institute email. Fill up all the details along with the verification code and enjoy the cloud service of Microsoft office.

Note:

1. <https://portal.office.com> is the entry point for your Microsoft account.
2. Except Microsoft teams none of the applications are offline installable.

Enjoy the Service!!!

Regards,

Team CCC