

Step 1. Set up My UNH username and password

- Go to <https://www.unh.edu/it/loginhelp>.
- Click “Find Your Username.”
- Enter your UNH ID Number (found on your admit letter).
- Enter your birthdate.
- To set up your password, enter your first (given) name.
 - Enter your middle name (LEAVE BLANK if you do not have a middle name).
 - Complete the security question.

Note: your username completes your email address: _____@wildcats.unh.edu

Step 2: Logging into your email

- Go to www.outlook.com/wildcats.unh.edu.
- Sign in with your email address and password.
- Set the language as English.
- Set the time zone as: -05:00 Eastern Time (US and Canada).

Step 3. Finding your GSS Mailbox Number

- Go to <https://my.unh.edu/> and search for: “WebCat.”
- Sign in with your username and password.
- Go to Personal Information then click “View UNH Durham Granite Square Station (GSS) Mailbox Address.”

Note: Students living in Babcock Hall will NOT have a GSS box. They will have a mailbox in Babcock Hall.

Step 4. GSSP Portal Registration

- Go to learning.unh.navitas.com and log in.
 - Your Navitas Portal ID Number is your GSSP ID Number (listed on your Offer Letter).
 - Your password is your birthdate in Year/Month/Day format. For example, if your birthday is December 27th 1997, your password is 1997/12/27.
- Fill out the prompted steps after logging in to complete your portal registration.

Step 5. OISS E-form

- Check your UNH email and open the email with the subject line of UNH GSSP Welcome | Homework Assignments from student.success@unhgssp.com.
- Follow the directions within the e-mail to complete this form.

Step 6. Health Forms

- Go to <https://www.unh.edu/health/incoming-students> and follow the instructions below.

Health Insurance:

- Under Step 1, click “Complete 2019-20 Insurance Requirement Enrollment or Waiver.”
- Follow the Health Insurance instructions attached to your Welcome email.
- All international students are required to have UNH insurance.

Healthcare Forms:

- Under Step 2, click “Log into My Health & Wellness”
- Log in using your UNH username and password.
- Upload pictures of your Physical Exam Form, Immunization form, and Tuberculosis Screening Form that were completed before your arrival to UNH.
- Complete your health history form.

Note: If at any point you are unsure of how to answer a question, or if you do not have one of the required immunizations listed, you will need to follow up with UNH’s Health and Wellness Office immediately to schedule an appointment.

By the end of this session, you should have completed the following items:

- ___ UNH Username
- ___ UNH Password
- ___ UNH Email Address
- ___ GSS Mailbox Address
- ___ OISS Form
- ___ Student Health Benefits Plan
- ___ Uploaded Health Forms
- ___ Family Health History Questionnaire