

Your Cheat Sheet

WEB FOR STUDENTS:

1. TEXAS A&M UNIVERSITY-TEXARKANA WEBSITE

Go to www.tamut.edu.

2. WEB FOR STUDENTS LINK

Put your cursor on “Quick Links” on the right side of the screen on the maroon bar. Scroll down and click “Web for Students/Faculty.”

3. STUDENT ID

Enter your Student ID. This number (referred to as your User ID, Campus Wide ID (CWID), or Student ID) has been provided to you in previous correspondence.

4. PERSONAL IDENTIFICATION NUMBER (PIN)

If you’ve logged in previously, enter your PIN. Select the “Login” button.

New Students:

A. Your PIN will be your date of birth. (Example - April 15, 1975 = 041575)

-You will be asked to change your PIN. (Your old PIN is your six-digit date of birth.)
Your new PIN must be a set of six numbers....no letters, symbols, etc. If you like, you can keep your PIN as your 6-digit birth date. B. Select the “Login” button.

5. PERSONAL SECURITY QUESTION AND ANSWER

Create your own question. Provide the answer. Once you have successfully created the question and answer, select “Submit.” Skip this step if you have already set it up. (Please note: It would be advisable to not use a question that requires the answer to be a date. There are several ways in order to write a date. For example: September 15, 2016, 091516, 15 Sep 2016, etc.

Some things you can do while in Web for Students:

6. CHECK YOUR ADMISSIONS STATUS

Please select the *Student* tab. Select “Admissions.” Select the term listed under “Processed Applications.”

The “Application Summary” for your application for admissions will display. Pay close attention to your *Application Status*. This status will mark the progress of your submitted application. Additional checklist items may be added/removed as your application is processed and checklist items are received.

7. VIEW YOUR HOLDS

Please select "Student Records." Select "View Holds." All holds will display. Please read the upper portion of the page BEFORE contacting an office regarding a hold. Occasionally, holds may be applied to your record that can be taken care of prior to enrollment. Holds such as needing to submit a Registration Permit Card and Orientation, can't be taken care of prior to enrollment. To inquire about a hold, please contact the office noted in the Originator field. This is the ONLY office that can assist you with this hold. The phone number and email address for the office is listed on this page.

8. MAKE PAYMENT

Please select *Touchnet Payment Gateway*. Select "Click her for account balance" (wait for the secure page to load) and then select "eBills." Select "Make A Payment." Follow the prompts on the screen.

QUESTIONS? Please contact the Business Office by phone at (903) 223-1354 or select "Ask for Help" in the upper right corner to email the Business Office.

9. UNOFFICIAL TRANSCRIPT

Click *Student*, *Student Records*, then *Academic Transcript*.

10. REQUEST OFFICIAL TRANSCRIPT

Click *Student*, *Student Records*, then *Request Printed Transcript*.

ACE MAIL:

1. **TEXAS A&M UNIVERSITY-TEXARKANA WEBSITE** Go to www.tamut.edu.
2. Click "Quick Links" located on the right side of the screen. Scroll down and click "Ace Mail."
3. Click "To Login to Your [AceMail Account](#)"
4. In the block that says "Email," type FirstName.LastName@ace.tamut.edu
5. Click "Next." In the block that says "Password," type Your 8-digit birthdate and then **!Ace**
(Please note that the "A" has to be a Capital "A".)
6. Click "Sign in."

7. At this point, it's asking you to enter phone number, maybe.

8. Then click "Gmail."

9. Then you should see your emails.

Login/Password for Campus Computer Access, Blackboard & Campus Wifi

Username: First 4 letters of your last name + last 4 digits of your Student ID

Password: Tamut + last 4 digits of your Student ID (*Please note that the "T" has to be a Capital "T".*)

Example: The Username for John Simpson with Student ID 12345678 is **simp5678**
The Password would be **Tamut5678**

QUESTIONS? Please contact me. My contact information is listed below:

Ambrosia Roach
Recruitment Specialist



A Degree of Distinction

Texarkana, TX 75503

Phone: 903.223.3172

Fax: 903.223.3140

aroach@tamut.edu

BASS Building,
7101 University
Avenue