



## LOGIN TO *PRISM* – STUDENTS

- From the Saint Mary's web site ([www.saintmarys.edu](http://www.saintmarys.edu)), click on "Current Students" and then click on **PRISM login**.
- Select "Enter Secure Area" to view your personal information.
- Enter your User ID and Initial PIN shown below.
  - **User ID:** Your SMC ID# (from your billing statement or ID card)
  - **Initial PIN:** Your date of birth in the format MMDDYY; for example January 15, 1983 = **011583**
  - *The first time you login, you must change your PIN.*
- **Security Questions:** If you lose/forget your new PIN you will not be allowed into the secured area. By completing the security questions you will be able to reset your PIN should you forget it. If you still have trouble contact [resnet@saintmarys.edu](mailto:resnet@saintmarys.edu) from your Saint Mary's email account to reset your PIN. You must change your PIN every time it is reset.
- **Change Your PIN:** You may change your PIN and/or security question at anytime. After you have logged in to the secure area, select the Personal Information menu and click Change PIN.

From the **Student** menu you may access the following:

ENROLL HERE: You must enroll every semester beginning the day before classes begin through the following Sunday.

REGISTRATION: Class schedule and access to register for classes

STUDENT RECORDS: Midterm & final grades, transcript, CAPP (Degree audit), enrollment certification, holds, student information and access to the catalog and class schedule.

STUDENT ACCOUNTS: View your bill

ENTER/UPDATE CELL, LOCAL AND EMERGENCY PHONE NUMBERS – online access to update contact information

VIEW FERPA DEPENDENCY STATUS – Dependent of or Independent from parents

Office of the Registrar - Saint Mary's College - Notre Dame, Indiana 46556  
Phone: 574.284.4560 - Fax: 574.284.4842 - Email: [registrar@saintmarys.edu](mailto:registrar@saintmarys.edu)  
[www.saintmarys.edu/registrar](http://www.saintmarys.edu/registrar)

Updated 5/20/14