BearPass is your fast pass to accessing Missouri State resources.

What does a BearPass account let me do?

A BearPass Login and password allows you to log in to My Missouri State. From here, you can access your email, Blackboard, your student account, and a variety of other services.

What if I need to create a new account?

You will need:
- Your BearPass (M-) Number
- The name, phone number, and address you used when you applied to the university.

1. Go to My Missouri State (http://my.missouristate.edu/)
2. From the menu, click Get an Account.
3. Click on “Your Confirmation Code” link
4. First, you will be asked for your BearPass Number. That is the number that Missouri State University uses to uniquely identify you. It consists of the letter “M” followed by 8 digits for example, M00123456.

Then enter your last name is the second box and click “Go.”
5. A window will appear with two options:
   - You can have your confirmation code sent to the email provided. Click SEND.
   - You can provide an alternate email address, which will prompt you to answer more security questions.

6. An email will be sent to your email account. Open up the email to obtain the code. You can now use this code and your BearPass Number to begin setting up your My Missouri State Portal through the homepage.

**I have my confirmation code. How do I set up my account?**

1. For this step, you can either use your confirmation code or use your name, date of birth, telephone number, and home address.
   - If you don't have your confirmation code, you can follow the link on the page to have it emailed to you (it will use the email address on your application for admission). The confirmation code will allow you to start using your account immediately.
   - Be sure to enter the address and phone number that you provided to the University when you applied for admission, as they would be in the University's records. If there is a problem verifying the information you enter, you will be contacted at the email address you provided in the previous step. Using this information will keep you from using your account until it has been manually reviewed.

2. Click **Verify and Continue**.

3. Finally, you will be asked to provide the answer to some security questions. You will need to answer at least four of the questions. If you ever forget your password and need to change it, you will be prompted to answer one of these questions. Therefore, you should only answer questions that you think it is unlikely someone else would be able to answer about you.

   If you chose to use your personal information earlier, someone will review your responses and contact you via email or telephone.

4. You can now pick a BearPass Login (same as your User ID) and a BearPass Email. The **BearPass Login (ID)** will become the first part of your Missouri State email address. For example, if you choose **BoomerBear123** as your Login, your e-mail would be **BoomerBear123@live.missouristate.edu**.

Login to e-mail from **http://Outlook.com**