Synchronize your Cmail password with MyCharleston

1. Login to MyCharleston at http://cofc.edu
   The MyCharleston link is on the upper right hand side of the College website

2. Select the My Accounts tab

3. In the MyCharleston Account Settings box, click on the link “Synchronize Your Google Apps Password”

4. You will see the following message: “This process can take up to a minute. Please be patient and do not stop this process or use your back or forward buttons. Thank You.”

5. After the process has completed the password sync window will appear. Select Yes from the radio button and click Proceed

6. You will see the following message:
   Success
   Your College of Charleston Google Apps password(s) should be sync’d to your MyCharleston password now. You can sign in to your College Google account at accounts.google.com and login using your college email address in conjunction with your MyCharleston password.

7. Sign in to your College Google account at accounts.google.com and login using your college email address in conjunction with your MyCharleston password.