


How to: Set up Handshake Single-Sign On

- 1) Sign in to your student portal using your new student ID

SRJC Login Portal

 **SANTA ROSA
JUNIOR COLLEGE**

Username

SRJC Student ID (Example: SXXXXXXXX) or
Faculty/Staff Username (Example: jdoe)

Password

Login

Set Password **Forgot Password?**

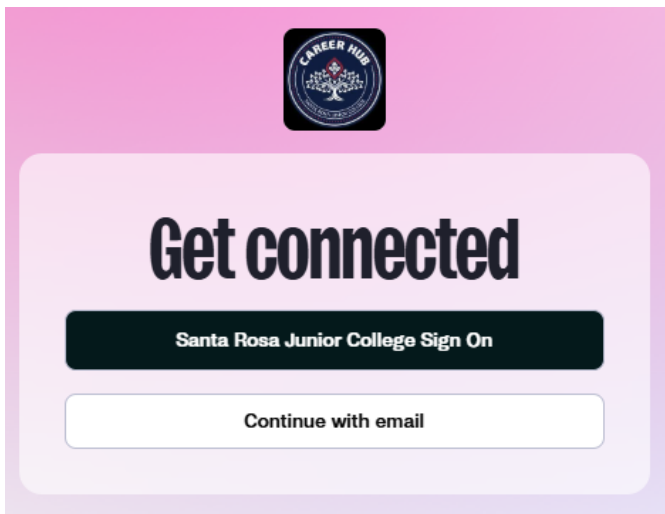
[Login Help](#)

- 2) Click on “Student Life & Resources”, and then click the link for Handshake

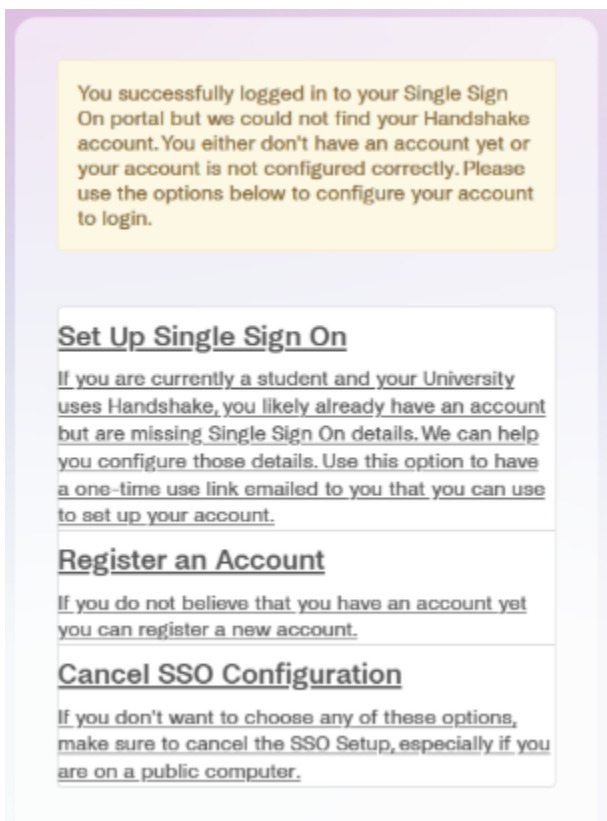
 **STUDENT LIFE & RESOURCES** —

<p><u>STUDENT LIFE</u></p> <p>Alumni & Friends Association</p> <p>Student Government Assembly</p> <p>Athletics</p> <p>Clubs & Organizations</p> <p>Oak Leaf</p> <p>SRJC Calendar of Events</p> <p>Student Employment</p> <p>Student Health 101</p> <p><u>FILE A REPORT</u></p> <p>Academic Integrity</p> <p>B-CARE (Student Behaviors of Concern)</p> <p>Complaints/Grievances</p>	<p><u>RESOURCES</u></p> <p>Welcome & Connect Center</p> <p>Counseling Department</p> <p>Disability Resources</p> <p>Dream Center</p> <p>EOPS</p> <p>Hope Center</p> <p>Career Hub</p> <p>Handshake </p> <p>Libraries</p> <p>Off Campus Housing</p> <p>CalFresh Program</p> <p>CA Voter Registration</p>
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3) On the Handshake sign-in page, select “Santa Rosa Junior College Sign On”



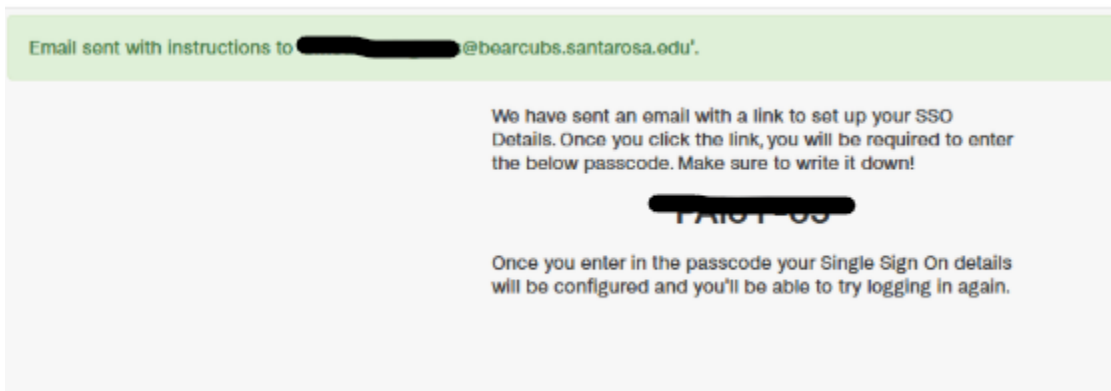
4) Select “Set Up Single Sign On”



5) Enter your Bear Cubs email address and click “Submit Request”

A screenshot of a form with a light gray background. At the top left, the text "Email Address" is displayed. Below it is a white rectangular input field. At the bottom left, there is a blue button with the text "Submit Request" in white.

- 6) You will then see this page with a passcode. Log into your Bear Cubs email, click the link that was sent in an email from Handshake, and enter the passcode.



- 7) Success! Your Handshake Single Sign On is now set up.