Updating Your Password
You can find your password in the letter in this packet. For security reasons your username and Trinity email address have been emailed separately to the address we currently have on file for you.
If you have not received this information by email within two days of receiving this packet, or if you have misplaced it, contact our ITS Help Desk at helpdesk@trinity.edu and put “New Student Help” in the subject line, or call (210) 999-7409.

Finding Your Username & Password
Your temporary password is listed in the letter enclosed with this packet. For security reasons, your username and Trinity email address have been sent to you separately by email, using the address we currently have on file for you.
Please test your account as soon as you receive all your access information using the information below.

Change Your Trinity Network Password
You must change your password immediately for security purposes.
To change your password, please complete these steps:
1. Go to http://password.trinity.edu
2. Click on “Enroll”
3. Enter your user name and temporary password
4. Answer the security questions
5. Click “Next”
6. Click “Main Menu”
7. Scroll down and click on “Change”
8. Read the guidelines for Trinity Passwords
9. Enter your username and temporary password
10. Enter your new password and confirm
In the event you forget your password or get locked out of your account, you will be able to “Reset” or “Unlock” it by going to password.trinity.edu and answering your security questions.
Note: This is your network password and is completely separate from your Trinity email (Tmail) password.

Change Your Trinity Email (Tmail) Password
Your Tmail password is not the same as your Trinity network password, and must be changed using the “Account settings” at tmail.trinity.edu. You can also access your Trinity email through Gmail.com.
Once you change your Tmail password, you may complete the housing form online. Visit new.trinity.edu/vitalinfo for more information.
You may access your Trinity email account directly through T-mail, tmail.trinity.edu, or by logging in through Gmail.com using your username@trinity.edu email address.

About your Trinity University Email (TMail) Account - Students
Trinity network and Tmail accounts are provided for all students currently enrolled in at least one class in a Trinity undergraduate or Trinity graduate program. Trinity student accounts will remain active for one (1) year after graduation from Trinity University. An account will be marked as eligible for deletion when:
• A Trinity undergraduate, or Trinity graduate student has not registered for a class for one (1) year at Trinity University.
• One (1) year after the student has graduated from Trinity University and is not enrolled in a Trinity University graduate school program.
• The student has requested their account be deleted, provided they are no longer affiliated with the Trinity University.
Link: https://inside.trinity.edu/policies/information-technology-policies/e-mailelectronic-communications-policy