Accessing your GW Email account
GW IT provides Google-based email and calendar services for GW students.

GWMail is the University's email system for students and alumni.

You can access your email by going to [https://www.gwu.edu/email](https://www.gwu.edu/email).

Choose “Student Email” from the email selection list.
When you click on the link you will be taken to a sign in page.

Enter the UserID that you were assigned.

For example: G12345678

Click on “Next”
Enter the password that you created when you claimed your GW Identity.

Click on "Sign in"
Logging into your GW email account requires 2 factor authentication. This can be set up using either a 3\textsuperscript{rd} party authenticator like Microsoft Authenticator on your phone or by receiving a text message with a verification code.

In this example we are using the text message verification. The process is similar when using a 3\textsuperscript{rd} party authenticator.

Click on ”Text” and you will be sent a verification code.
When you receive code or generate it using a 3rd party authenticator you will enter the code in the code field and click on “Verify”

This will take you to your GW email account.
If you are using the Microsoft Authenticator you will see a screen like the one on the left. Enter the number in the authenticator to sign in. (Note the number in the picture is an example only. Your number will be different.)
Troubleshooting

If you are having trouble with your 2 factor authentication or not able to access your email, you can reach out to GW IT for assistance. They can reset your authentication or password and step you through the sign in process.

They can be reached at (202) 994-4948 or by email at ithelp@gwu.edu