

## LOST PASSWORD RETRIEVAL

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Upon receipt of this signed request, the Records Office will mail a letter with your MyNCC student account information; this information cannot be disclosed over the telephone, through email or via fax.

You may also visit the Records Office – Main Campus or Enrollment Office – Monroe Campus and present photo ID to have your student account information reissued.

**Student Information:**

				_____
				Student ID # (if known)
_____				
Name (First)	(Middle)	(Last)	(Previous)	
_____				
Address (Street)	(City)	(State)	(Zip)	
_____				
Primary Phone Number			Secondary Phone Number	

**Important notes:**

If you have not yet applied to NCC, please complete the **Application for Admission**; student accounts are generated at the time of acceptance and will be mailed with your acceptance packet.

<http://northampton.edu/admissions.htm>

If you have not attended NCC in one or more semesters, and plan to re-enroll, please complete and submit the **Re-Admit form**; a letter with your student account information will be mailed to you.

<http://northampton.edu/records-resources.htm>

*(handwritten signature only)*  
\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date