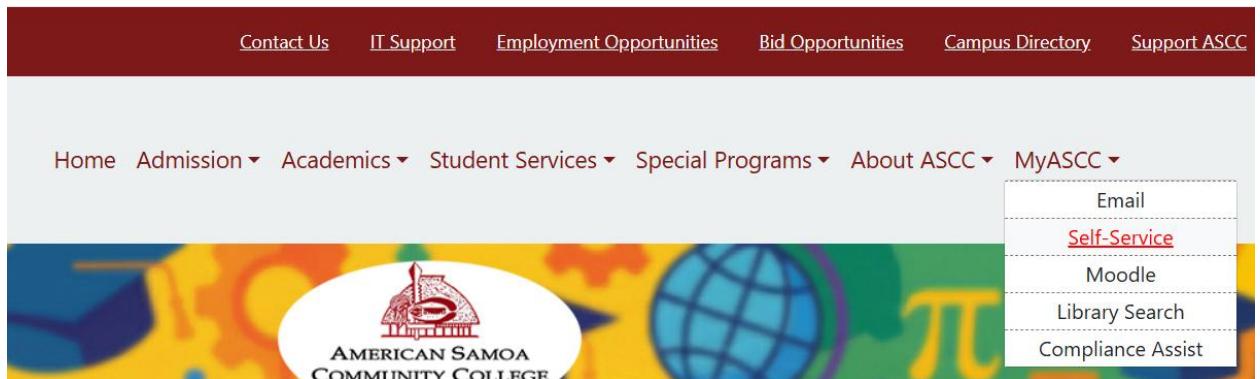




How to log into Colleague Self-Service

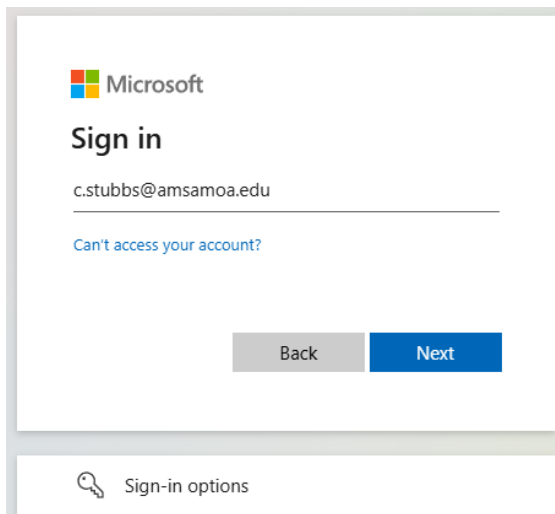
- 1) Go to amsamoa.edu and Click on "My ASCC" > "Self-Service"

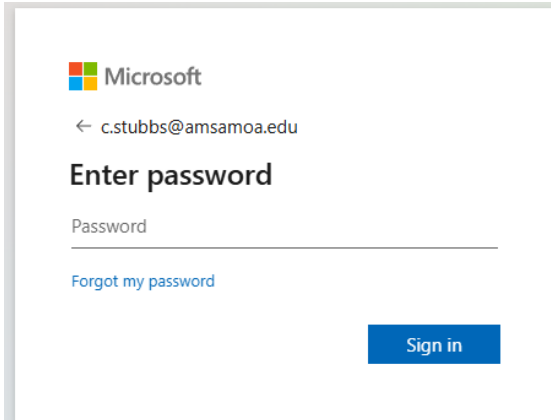


Or go to: <https://amsamoa-ss.colleague.elluciancloud.com/Student/>

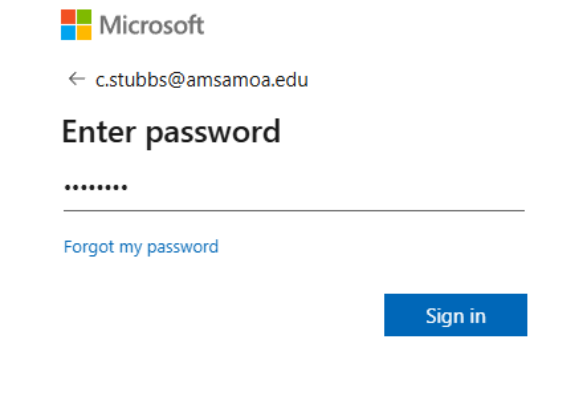
- 1) Login using:
 - a. Username: username@amsamoa.edu
 - b. Click Next

Example provided below uses Test user c.stubbs

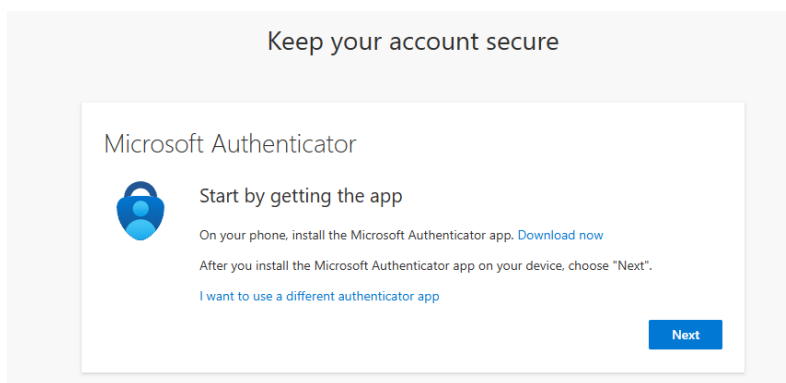




- c. Enter password
 - i. Use Colleague password
 - ii. Click Sign in



Click Next



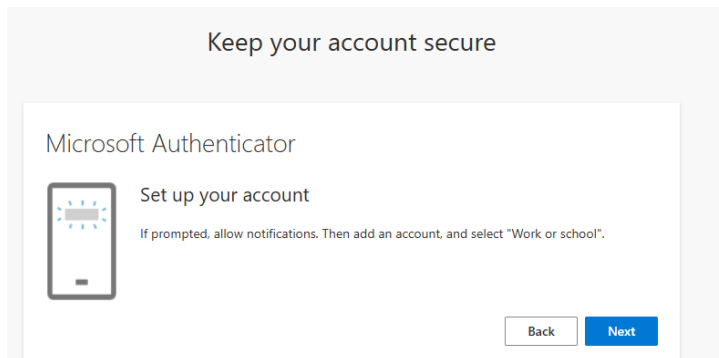
Please download Microsoft Authenticator onto your device:

For iPhones, use Apple Store

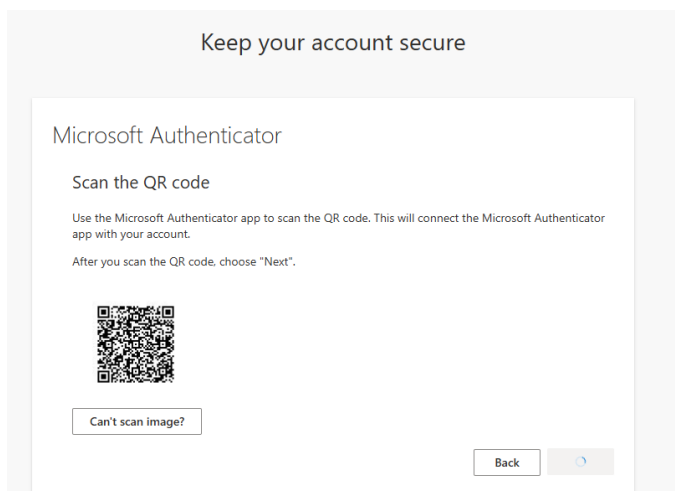
For Android phones, use Google Store

Both of these are not blocked on campus.

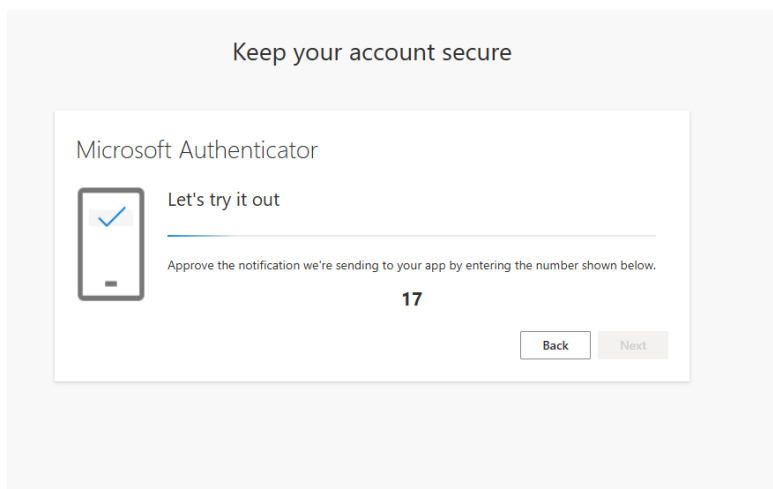
Once you've downloaded the Microsoft Authenticator, click Next



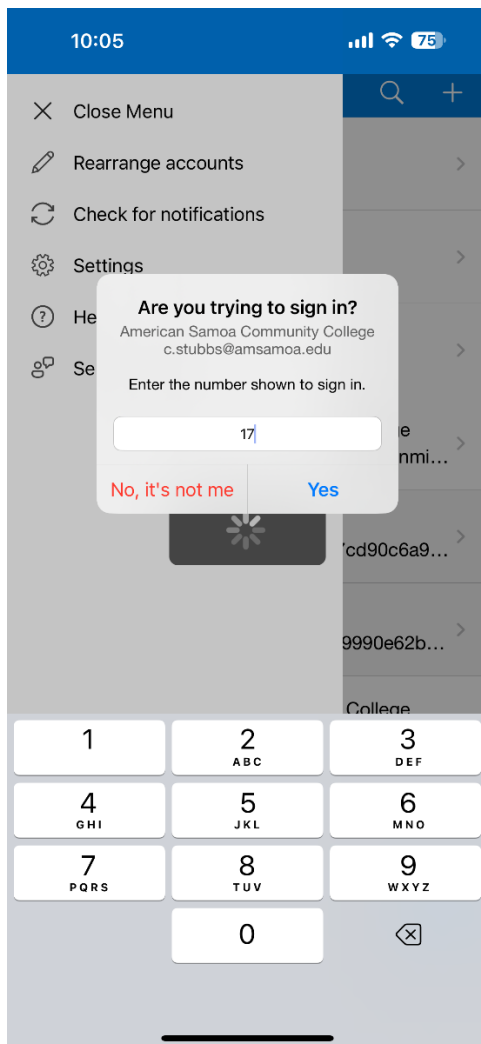
Note the instructions to perform on your device and click Next



On the Microsoft Authenticator App on your device, there is an option to scan QR code, use this to scan the QR code given on this screen, once QR code is scanned, you will get the next screen:




On your device, on the Microsoft Authenticator app, type in the number you see, in this case 17, and press Yes. It should look similar to this:




Once this is finished, you should be prompted to enter your personal Email address (this is where your reset information will be sent to if you'd like to reset your password):

Keep your account secure

Method 2 of 2: Email


App


Email

Email

What email would you like to use?

gtulafono@gmail.com


[Next](#)


[I want to set up a different method](#)

A verification Email will be sent to your personal Email (login to your personal email to get the code), enter that code:

Keep your account secure

Method 2 of 2: Email


App


Email

Email

We just sent a code to gtulafono@gmail.com

667766

[Resend code](#)

[Next](#)

[I want to set up a different method](#)

Once the correct code is enter, you'll get a confirmation that looks like this:

Keep your account secure



Method 2 of 2: Done

App Email

Success!

Great job! You have successfully set up your security info. Choose "Done" to continue signing in.

Default sign-in method:

-  Microsoft Authenticator
-  Email
gtulafono@gmail.com

[Done](#)

Once you're done, close the window, and go back to amsamoa.edu and click on Self-Service. You should now be able to login to Self-Service for students.