How to login to ProPortal

Step 1

Type or copy this link to the internet browser on your phone, tablet, laptop or PC: https://proportal.ncclondon.ac.uk.
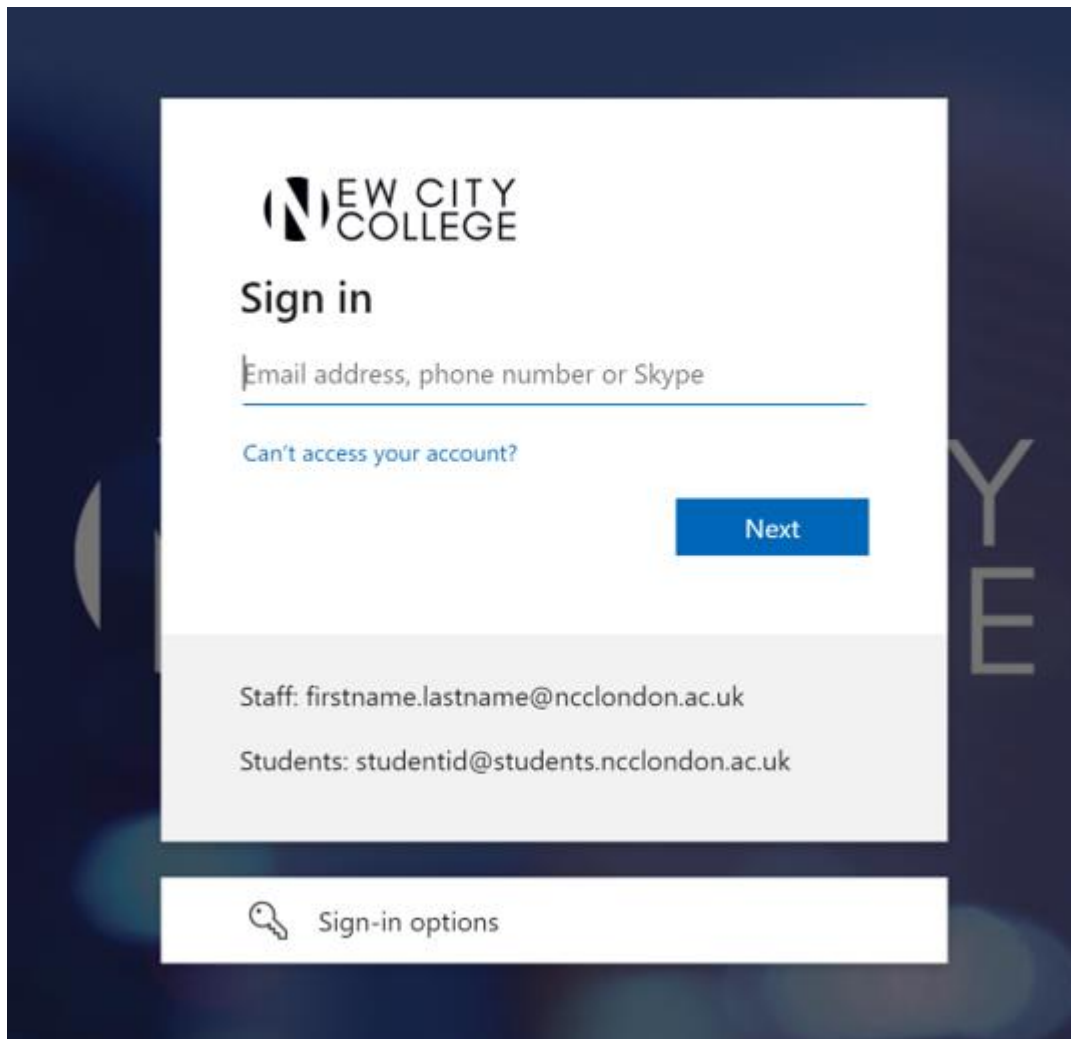
Step 2

You will see the below screen pop up. You will need to **use your new college email address** to login. Your college email address is: IDNumber@students.ncclondon.ac.uk

You can find your student ID number in the email where you accessed this guidance document. Your email address will look something like this: 12345678@students.ncclondon.ac.uk.

If you do not see this screen, go to https://login.microsoftonline.com/ and use the same details. This might happen if you are logged in to another Windows account. Once you have set a new password, return to https://proportal.ncclondon.ac.uk and log in with your new password.

Step 3

You will next be asked to add your password. If you have previously logged in to a college system, like ProPortal, then this will be the password you chose. If this is your first time logging on, this will be your Date of Birth (DDMMYYYY).

Step 4

If this is your first time login to ProPortal, you will be asked to change your password. Your new password needs to be at least 8 characters long. Enter the new password twice and click 'submit'.

Step 5

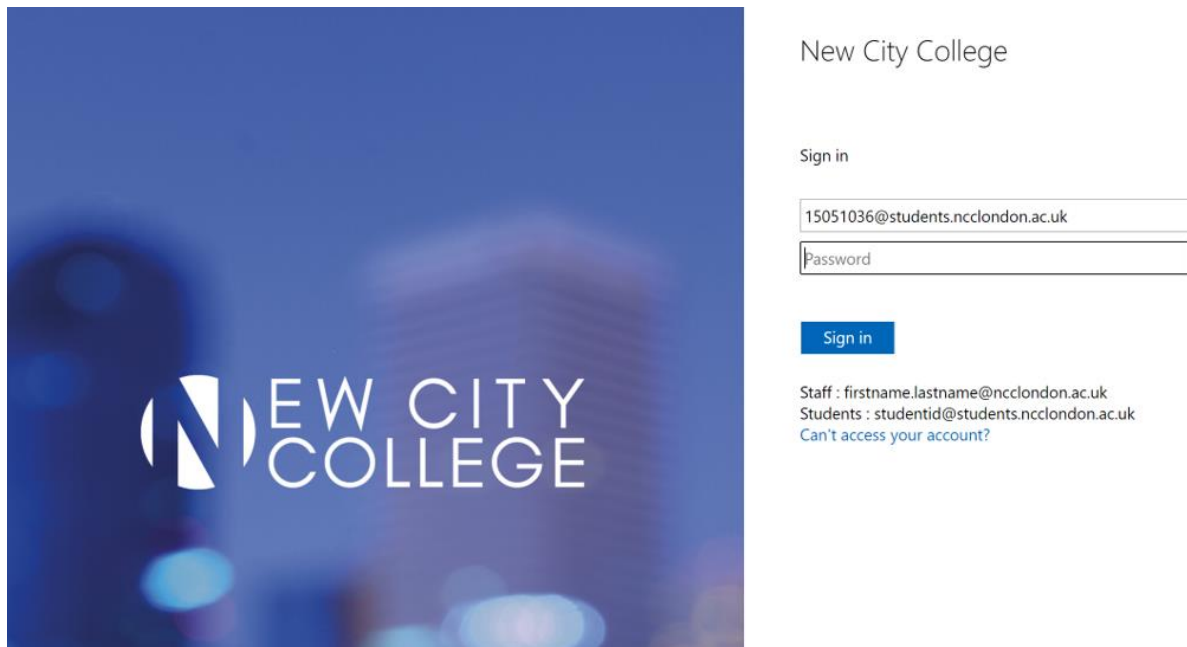You will then be asked to login using the new password that you have just set.

NB: *For tips on choosing a new and secure password, click* here.

Step 6

Welcome to ProPortal. You will see the home page of your ProPortal account with information about your application, enrolment, induction and your timetable (after you have completed your enrolment).

Legal Name: Test Baynes

Test Baynes

No Image
Available

Notice Board ✕

📌 **Welcome to New City College**

📌 **Accessibility option**: to change to a High Contrast design, click on your name in the top right of the screen to open the Account Details page. Change the Theme option to 'High Contrast' then click Apply.

📌

Student Timetables: to view your Timetable, please go to the 'Information' menu and select the 'Lesson Timetable' option.

Then select the week you want to view.

Timetables are liable to change and will be confirmed at Induction.

Application Status ✕

Level 1 Extended Certificate in Construction Skills	Actions 0	View
Level 1 Diploma in Vehicle Accident Repair	Actions 0	View