

Access Your Embry-Riddle Email via **ERNIE**


Please check and use your ERAU email frequently, as the University will use this account to send official notification on University matters after you are admitted. Make sure to use only your ERAU email for any emails you send to University staff for security and efficiency purposes.


Step 1

As a first time user, please navigate to ERNIE via www.ernie.erau.edu and select the “Activate Your Account” option.

EMBRY-RIDDLE
Aeronautical University™

Enter your ERNIE Account ID and Password

 Account ID

 Password

[Forgot Password?](#) [Forgot Account ID?](#)

LOG IN

or Activate Your Account

[Need Help?](#) [Alumni / Past Attendee](#)

Step 2

Complete the registration and password set-up process using your student identification number provided to you.

EMBRY-RIDDLE Aeronautical University

ACCOUNT MANAGEMENT

[Account Home](#) [Embry-Riddle.edu](#) [ERNE](#) [Contact Technology Support](#)

Account Activation

Please enter your 7 digit ERAU ID that you received in a letter or email from your admissions counselor or supervisor.

ERAU ID

[Forgot Your ERAU ID?](#)

[Next](#)

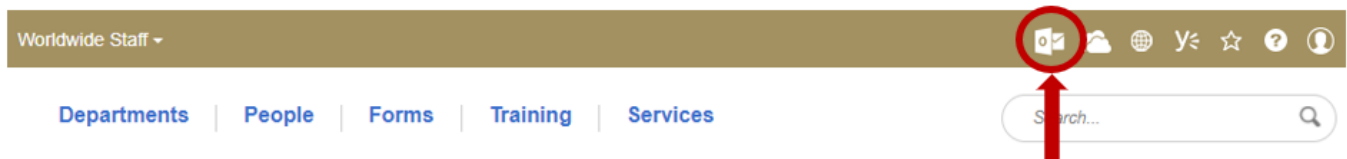
Step 3

Once logged in, select the envelope icon in the top right corner of your screen.

Worldwide Staff ▾

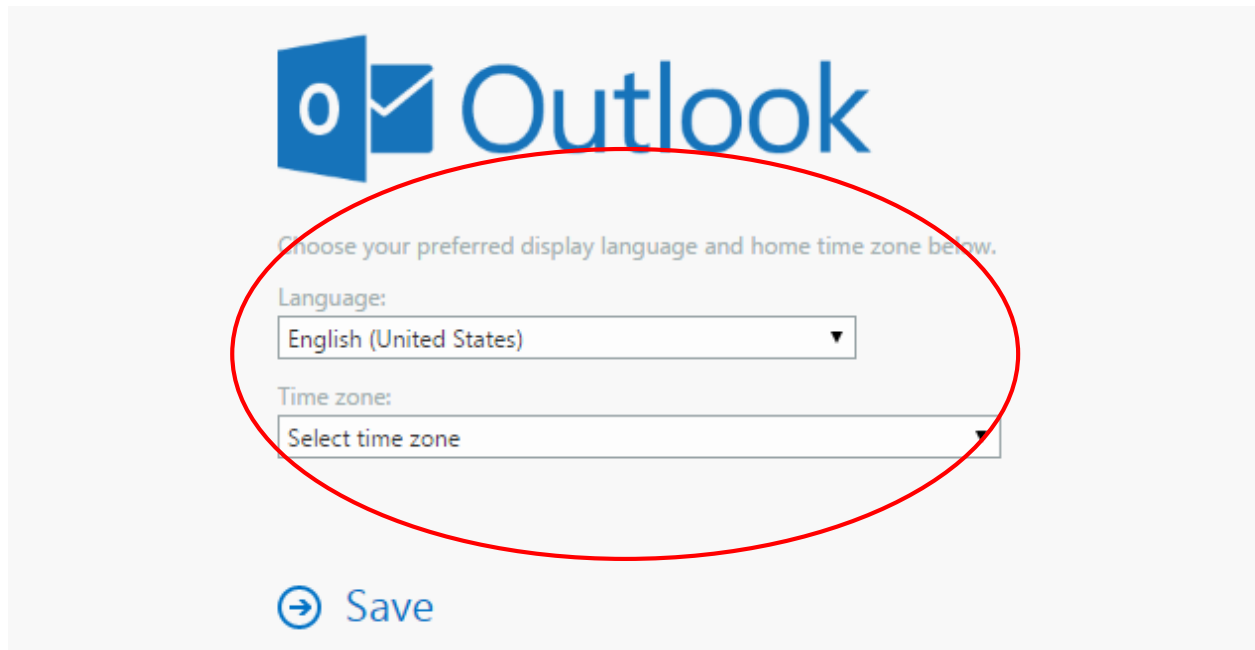
[Departments](#) | [People](#) | [Forms](#) | [Training](#) | [Services](#)

Search... 🔍

The image shows a horizontal navigation bar with a dark olive green background. On the left, it says "Worldwide Staff" with a dropdown arrow. On the right, there is a row of icons: an envelope icon (circled in red with a red arrow pointing to it), a cloud icon, a globe icon, a refresh icon, a star icon, a question mark icon, and a user profile icon. Below the navigation bar is a white search bar with the text "Search..." and a magnifying glass icon.

Step 4

To set up Outlook, answer several questions when prompted.



Step 5

You should now have access to your Outlook 365 email.

