

Dear Parent/Guardian:

The Rutherford County School District is pleased to announce that we will provide all 8th – 12th grade students access to Microsoft 365 for Education district wide.

Microsoft Office 365 for Education will provide students anytime, anywhere access to the Microsoft Office Web Apps for Word, PowerPoint, Excel, and OneNote, as well as One Drive for document storage, and the Outlook Email Web App in a monitored email environment. Five free downloads of the latest version of Microsoft Office are also included for each student. These tools will enable students to collaborate on projects using any of the web apps, which is a need as we continue to work on 21st century projects and assessments.

These student email accounts are very different than consumer email accounts because the system is monitored for explicit language and topics that are not appropriate for student content and accounts can be accessed by administration, if necessary. Monitoring these email helps protect students as required by the federal FCC CIPA (Children’s Internet Protection Act) and COPPA (Children’s Online Privacy Protection Act) laws require.

In order to log in to Microsoft Office 365 for Education, students will need to point their browser to the Rutherford County webpage www.rcschools.net and click on the Employee Email link found at the top. The student’s username/email address will be the same as their computer login followed immediately by @student.rcschools.net. The computer username is the first initial of the student’s legal name, last name, and two to four random digits. Example: jdoe123@student.rcschools.net
The password will be the student’s seven digit state ID number (their lunch and library number).

If you have any questions or concerns regarding your student’s use of the Microsoft Office 365 for Education account, please see the contact list below.

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