

ACCESSING STUDENT RECORD, MOODLE AND E-MAIL

AVAILABLE IN FRENCH ONLY

Click on the “QUICK LINKS” button on the Polytechnique web page to quickly access the following links:

- 1 - your online student record: “**Dossier étudiant**”
- 2 - the course management platform: “**Moodle**”
- 3 - your Polytechnique e-mail account: “**Courriel IMP**”

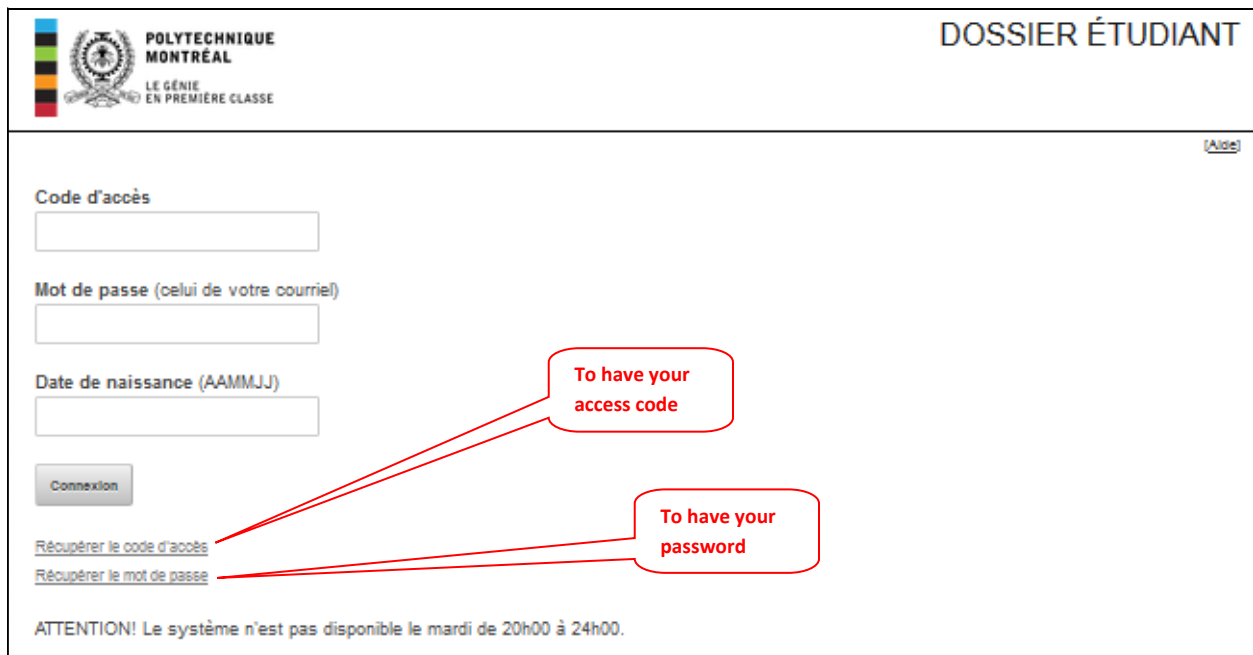
To gain access, please have your:

- *access code*
- *password*



1 – Your online student record: <https://dossieretudiant.polymtl.ca>

You will need to access your student record online (*Dossier étudiant*) to have your access code and password, to register, choose courses, obtain an Attestation of Studies, a copy of your transcript, pay tuition fees, etc.

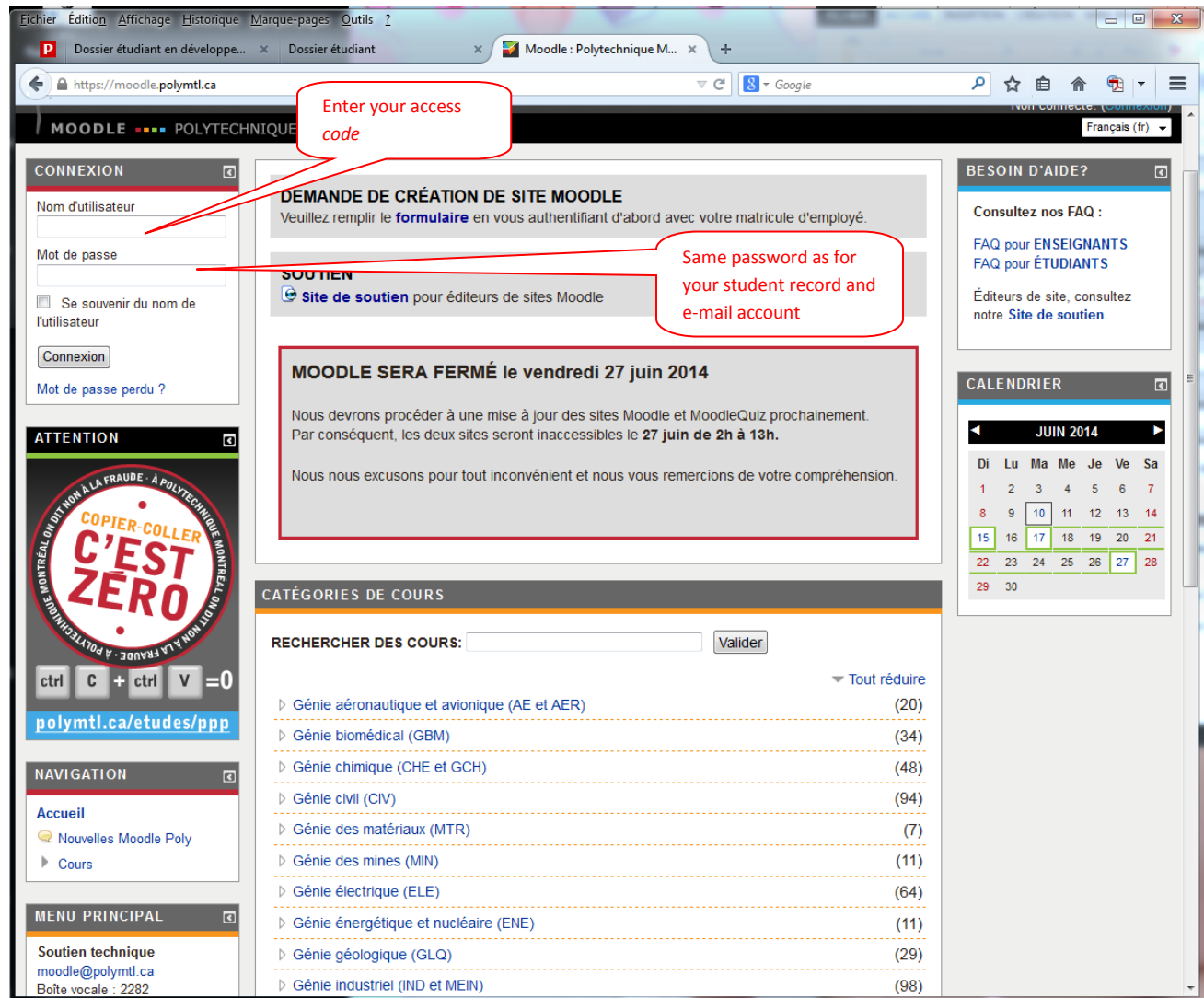


The image shows the login page for "DOSSIER ÉTUDIANT" at Polytechnique Montréal. It includes the university logo and the motto "LE GÉNIE EN PREMIÈRE CLASSE". The login form has the following fields: "Code d'accès", "Mot de passe (celui de votre courriel)", and "Date de naissance (AAMMJJ)". There is a "Connexion" button and two links: "Récupérer le code d'accès" and "Récupérer le mot de passe". Red callout boxes point to "Récupérer le code d'accès" with the text "To have your access code" and to "Récupérer le mot de passe" with the text "To have your password". At the bottom, there is a notice: "ATTENTION! Le système n'est pas disponible le mardi de 20h00 à 24h00."

2 – Moodle – course management platform : <https://moodle.polymtl.ca/>

Moodle is an online course-management platform where students can access their grades, tests, exams, etc.; the platform can be accessed only at the beginning of the courses.

For technical support, please contact Information Services at moodle@polymtl.ca or in room L-6630.



3 – Your Polytechnique e-mail account: <https://www.imp.polymtl.ca/horde/imp/>

Once they have been admitted, we will communicate with students ONLY by e-mail; it is therefore important to check your e-mail regularly. Your Polytechnique e-mail (*prenom.nom@polymtl.ca*) will be available ONLY after your first registration.

The screenshot shows a login form with the following fields: "Nom d'utilisateur" (username), "Mot de passe" (password), "Mode" (set to "Automatique"), and "Langue" (set to "Français"). A "Connexion" button is at the bottom. Below the form is the text "Vous avez le choix" and the Polytechnique Montréal logo with the slogan "LE GÉNIE EN PREMIÈRE CLASSE". Two red callout boxes point to the "Nom d'utilisateur" and "Mot de passe" fields, containing the text "Enter your access code" and "Same password as for your student record and Moodle" respectively.

To have e-mails redirected from your Polytechnique account to your personal e-mail account: in your student record online (*Dossier étudiant*), click on “Renseignements personnels” option.

The screenshot shows the "DOSSIER ÉTUDIANT" page. At the top left is the Polytechnique Montréal logo and the text "POLYTECHNIQUE MONTRÉAL LE GÉNIE EN PREMIÈRE CLASSE". At the top right is "DOSSIER ÉTUDIANT" and a "(Aide) (Déconnexion)" link. Below is a section titled "SÉLECTIONNER UNE OPTION" with a list of buttons: "Renseignements personnels", "Inscription / Désinscription" (with "Inscrit" text next to it), "Dernier bulletin cumulé", "Notes finales du trimestre", "Horaire personnel" (with a "2014-2015" dropdown menu), "Propositions de choix de cours - automne 2014", "Modifications de choix de cours - automne 2014", "Attestation de fréquentation scolaire", and "Dossier financier". A red callout box points to the "Renseignements personnels" button with the text "Click here".

Enter your personal e-mail account, then confirm the redirection.

POLYTECHNIQUE MONTRÉAL
LE GÉNIE EN PREMIÈRE CLASSE

DOSSIER ÉTUDIANT

[Aide](#) [Déconnexion](#)

RENSEIGNEMENTS PERSONNELS

Pour protéger la confidentialité de votre dossier, vous devez vous déconnecter lorsque vous aurez terminé votre consultation. Votre numéro d'assurance sociale apparaît sous cette forme ### ## ## après la saisie pour en assurer la confidentialité.

INFORMATIONS CONFIDENTIELLES

Nouveau mot de passe	Ancien mot de passe	Code permanent	Numéro d'assurance sociale (NAS)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

COORDONNÉES

No, rue et appartement	Ville	Province	Tél. domicile
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
No, rue et appartement (suite)	Code postal	Pays	Télécopieur
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Courriel

Courriel personnel **Enter your personnel e-mail**

Rediriger le courriel vers mon courriel personnel **Click here**

Click on “Enregistrer” (Register) at the bottom of the page, then on “Retour à la selection des options” (Return to menu).

This can be done on the Information Services website: <http://www.polymtl.ca/si/en/service/courriel/redirection.php>