



New Student Technology Checklist

1. Setup the GGC Account and Email Address

Students receive their **GGC Username** and **initial password** via email titled “**Congratulations from GGC!**” sent to the email address used on their *admissions* application.

Upon receipt of this email students should take following actions:

- [Change their initial password and setup multifactor authentication](#)
- If needed, [view a short video on accessing the GGC Account](#)

2. Access Grizzly Den Within Banner

Grizzly Den within Banner student self-service provides access to registration, class schedules, grades, unofficial transcripts, student account information and financial aid information. Degree Works information can also be accessed through Grizzly Den within Banner. To get started with Grizzly Den within Banner, students should determine their GGC Student ID.

- **Determine GGC Student ID number through Grizzly Den within Banner**

Students need to be aware of their unique GGC Student ID number. The GGC Student ID is a nine-digit number that begins with a “9”. It will look similar to **900xxxxxx**.

To determine their GGC Student ID number, students should take the following actions:

- Using a web browser go to [Grizzly Den within Banner](#)
- Login to Grizzly Den within Banner using their *GGC username* and *password*.
- Click the **Student Information** tile and then click **Personal Information**.
- On the next screen, click the **Personal Information** tile.
- The GGC Student ID number is located in the upper left corner.

Make a note of the GGC Student ID number.

- **View Degree Works through Grizzly Den within Banner**

Degree Works provides students with degree audit information such as courses that have been transferred to Georgia Gwinnett College and what courses are required to complete the selected degree program.

To view Degree Works information, students should take the following actions:

- Using a web browser go to [Grizzly Den within Banner](#)
- Login to Grizzly Den within Banner using their *GGC username* and *password*.
- Click the **Registration** tile and then click **Degree Works**.

Questions regarding credit transfers should be directed to the [Registrar’s Office](#).

3. Access GGC Email via Claw Mail

GGC email is available through a web browser. The email system is referred to as Claw Mail. GGC Account information is used to access Claw Mail. *Georgia Gwinnett College considers email to be the primary and official method of communication. Students should check their GGC email on a daily basis.*

To access Claw Mail students should take the following actions:

- Using a web browser go to <https://clawmail.ggc.edu>.
- Login to Claw Mail using their *GGC username* and *password*.