



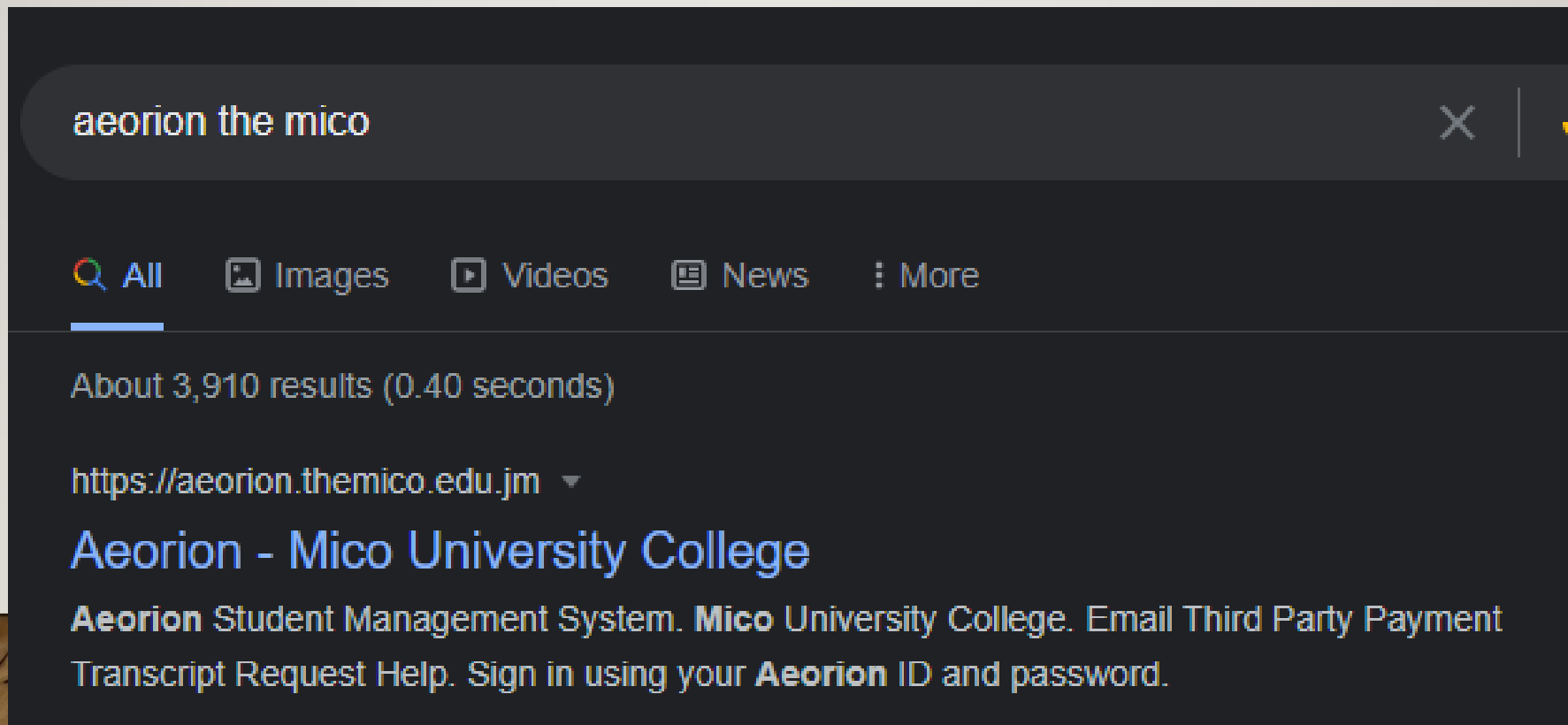
# THE AEORION --- STUDENT MANAGEMENT SYSTEM

**Undergraduate Version**

# Accessing the Aeorion SMS

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- Type in your search engine “aeorion the mico”



The first step in using the Aeorion SMS is:

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## Activating your account

This gives you access:

- ✓ to information in emails sent to all students
- ✓ to select and register for your courses
- ✓ To courses on the eCampus



# MICO UNIVERSITY COLLEGE

- Email
- Third Party Payment
- Transcript Request
- Help

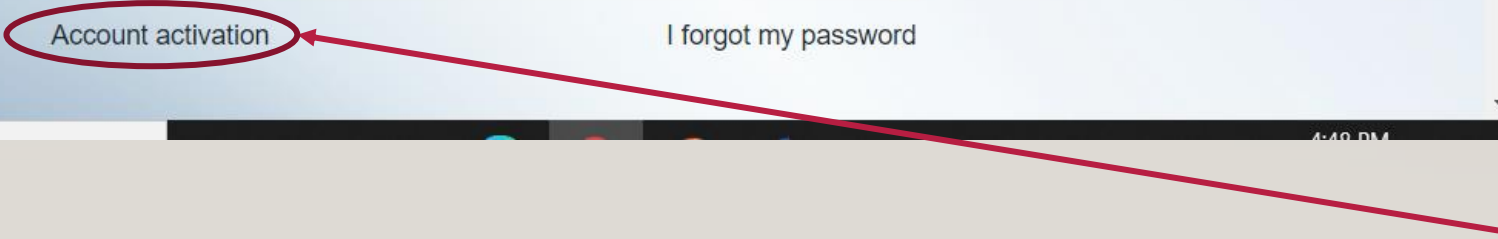


Sign in using your Aeorion ID and password.

LOG IN

Account activation

I forgot my password



Select Account Activation

**Complete the form following the instructions carefully and submit**

(If you have challenges then send an email to [support@themico.edu.jm](mailto:support@themico.edu.jm))



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## Aeorion Account Activation

You requested access to a secure site that requires account activation. Please enter requested information below. If you have questions or concerns email [support@themico.edu.jm](mailto:support@themico.edu.jm). **Please note that you will use your ID Number and Password entered below to access this online system.** If you have questions or concerns please call 1-000-000-0000.

ID Number

Date of Birth

*mm / dd / yyyy*



Once your account has been activated, you can now log in using your Student ID # and the password you selected

The screenshot shows a web browser window with the URL `aeorion.themico.edu.jm/default.aspx`. The page header includes the **aeorion** Student Management System logo and **MICO UNIVERSITY COLLEGE**. A navigation bar contains links for **Email**, **Third Party Payment**, **Transcript Request**, and **Help**. The main content area features the Mico University College crest on the left, which depicts a crocodile atop a shield with various symbols and the motto **DO IT WITH THY MIGHT**. To the right of the crest, the text reads "Sign in using your Aeorion ID and password." Below this are two input fields: "ID or Username" and "Password". A blue **LOG IN** button is positioned below the fields. At the bottom of the login section, there are links for **Account activation** and **I forgot my password**. The Windows taskbar at the bottom shows the search bar, task view, and several open applications, with the system clock displaying 4:48 PM on 27/8/2020.

# How to Activate Your Mico e-mail

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- Your assigned email can be found on your Aeorion page after you have logged in with your Student ID # and your password
- Using your personal email, send the following information to:  
[helpdesk@themico.edu.jm](mailto:helpdesk@themico.edu.jm)
  - Your Full Name
  - Student ID #
  - Your assigned email address
- Your Mico email will be activated and instructions sent on how to access it

*Thank  
you*

