

Using your INSA IT account (2026–2027 Academic Year)

I. The Digital Services Center:

INSA's Digital Services Center (*Centre des Services Numériques*, CSN) is in charge of the school's IT services. Should you encounter any problems, please contact the CSN reception desk (first door on the right), open from 8:00 a.m. to 12:00 p.m. and 2:00 p.m. to 5:30 p.m., Monday to Friday. You can also contact them by phone (05 61 55 93 30) or by email (sosinfo@insa-toulouse.fr).

II. Your IT account:

INSA Toulouse uses a centralized authentication system. You will be given unique login credentials (username and password) to access all IT resources made available to you throughout your studies, including email, a digital work environment, use of school computers, external connection to the INSA network, etc. Please note that **your account is personal and confidential**. Do not share your login details with anyone!

Your IT account is **automatically created** once your administrative registration is finalized (including the payment of registration fees). You **will receive an email within 24 hours** (to your personal address used for pre-registration) that includes a link to **activate** your account. Remember to check your spam or junk folder! By using the link and the activation code specified on your school certificate, you will be prompted to choose a password for your IT account.

INSA Toulouse has implemented two-factor authentication. By default, the email address provided during registration will be set as the second authentication factor. You will be able to change this second factor once you are on-site at INSA Toulouse.

III. Useful links:

- CSN documentation: <https://csn.insa-toulouse.fr>
- IT account: <https://moncompte.insa-toulouse.fr>
- Multi-Factor Authentication : <https://mfa.insa-toulouse.fr>

