This information is for Western Institute students to get your DEC username and password to access online services including:
- Student Portal
- DEC email
- Courses (Moodle).

**Your DEC identity**

Your DEC username and password are printed on your receipt for TAFE fee payment. You will need this information to be able to access your online courses (Moodle).

You have also been given a DEC student email account. You can access your email through the DEC Student Portal: **student.det.nsw.edu.au**

**Setting up your profile**

When you first receive your DEC username it is a good idea to **re-set your password** through the Student Portal to something you can remember.

[Learn how to change your password here](#)

You can also set up a **secret question and answer** to help you remember your password in future.

[Learn how to set your secret questions and answer here](#)

**Lost username of password?**

If you have forgotten your password, try these solutions:

1. Reset your password by logging into the Student DEC Portal: **student.det.nsw.edu.au** Follow the onscreen directions for lost password.
2. Ask the front office staff at your College to reset your password.
3. Ask a Librarian to reset your password
4. Ask your teacher to reset your password using the EMU (Educational Management Utility) found in the applications tab of their DEC Portal.

For more information about your DEC username see: [Login Help for TAFE Students](#)
Forward your DEC emails

You may already have an email address that you use regularly. You can choose to forward your DEC student email (student.name@tafensw.net.au) to your preferred email address automatically.

This will mean that your TAFE emails will automatically go to the email address of your choice. Please be aware that there are currently issues with Hotmail addresses and the TAFE system will not send or receive emails to these addresses.

Learn how to forward your emails here

Disclaimer

TAFE NSW makes every effort to ensure that its network environment is safe and secure, but takes no responsibility for the configuration or security of privately owned devices. Staff and students of TAFE who use privately owned devices to access the TAFE network do so at their own risk.