

# How to setup Multi-Factor Authentication (MFA) using SMS

## First Time User

1. Visit <https://my.nsula.edu>
2. Input your **username** and **password**
3. When asked about Authenticator, click **Next**
4. Choose **I want to set up a different method**
5. Select **phone method**
6. Select **Text me a code or call number**
7. Input your **mobile phone number**
8. Wait to receive 6-digit code to your mobile device
9. You should receive notice that you are now SMS verified
10. Confirm your number then select **Done**
11. Welcome to the myNSU Dashboard!

## Add New Phone / Phone Number

1. Prior to changing device or phone number, visit <https://my.nsula.edu>
2. Select **Sign in**
3. Select the menu **Password Management**
4. Input your **username** and **password**
5. Delete **Phone / Authenticator app methods**
6. Close your browser
7. Setup new device by following first time user instructions on new device



If you require further assistance, please feel free to contact the **NSU Student Help Desk** at (318) 357-6696 or via email at [sos@nsula.edu](mailto:sos@nsula.edu).

