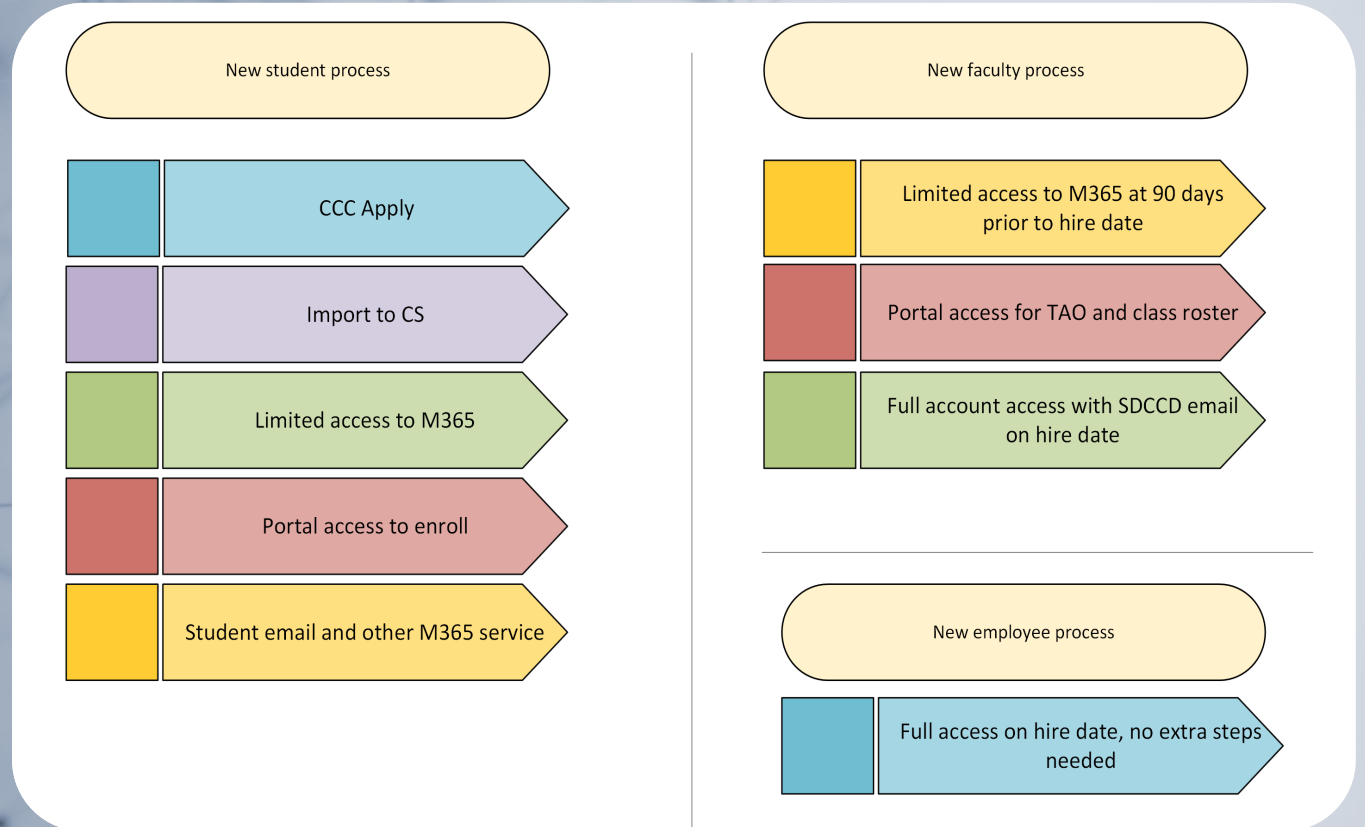# Single Sign-on (SSO)

Workflow Modification Review

Why Single Sign-on

- Compliance Issue
- Ease of access

Project Timeline

- The project cutover is anticipated to be the weekend of October 10, 2025
- More information will be provided prior to go-live

Design Overview

New student process

	CCC Apply
	Import to CS
	Limited access to M365
	Portal access to enroll
	Student email and other M365 service

New faculty process

	Limited access to M365 at 90 days prior to hire date
	Portal access for TAO and class roster
	Full account access with SDCCD email on hire date

New employee process

|	
	Full access on hire date, no extra steps needed

Student Provisioning

- **Student Provisioning Process**
  - After a student applies using CCCApply their application data is imported into Campus Solutions (CS).
  - An automated process handles the account creation. Account creation is communicated via the student's personal email for initial login.
  - At initial sign in, the student must set up their Multi-Factor Authentication (MFA) options.

- **Enrollment and Email Provisioning**
  - After the initial login and profile creation the student can add classes to their schedule. Once they complete the enrollment process another workflow is triggered and an SDCCD student email is provided.
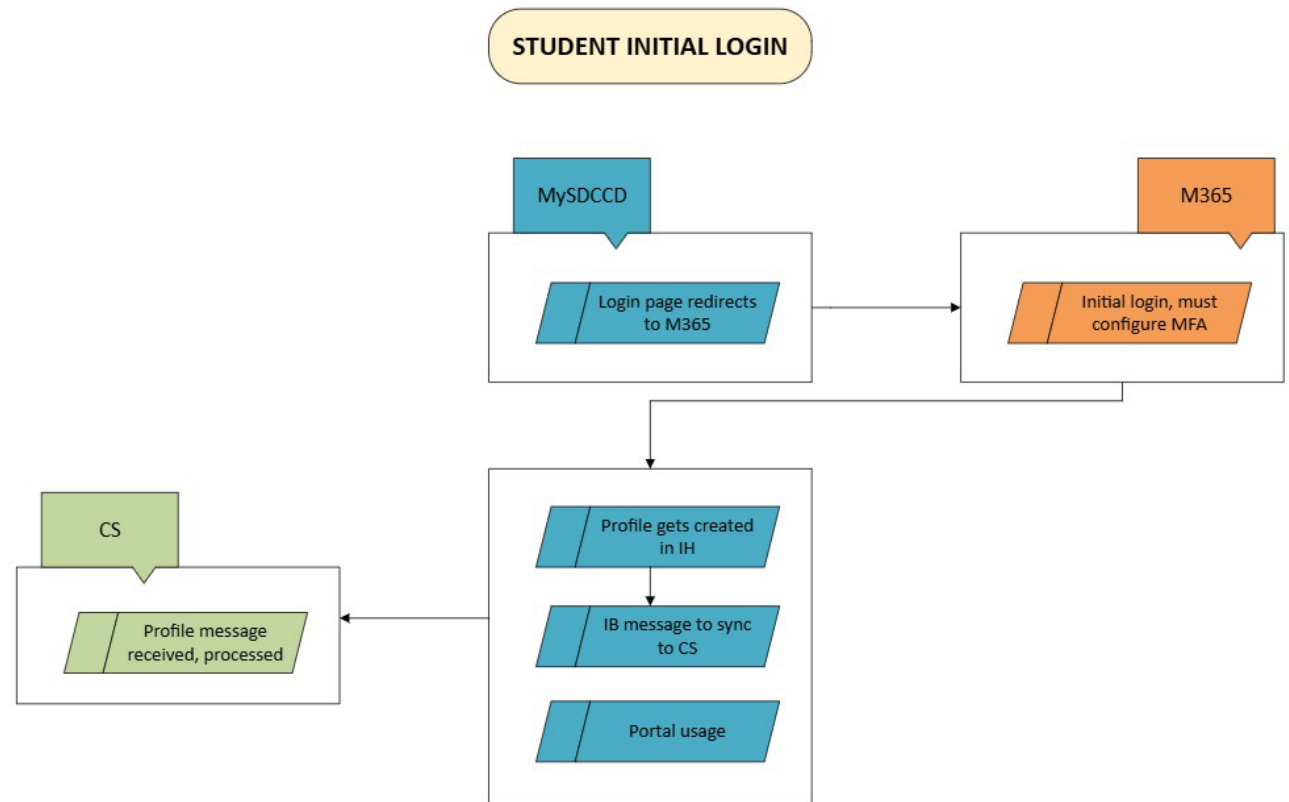
Faculty Provisioning

- **Current Faculty Provisioning Process**
  - Faculty accounts are added to PeopleSoft 90 days before their hired date.
  - M365 accounts are created on the hire date.

- **Change to Current Process**
  - At initial sign in, the faculty member must set up their Multi-Factor Authentication (MFA) options.
  - A temporary M365 account is needed for SSO login.
  - Faculty will not have access to all M365, such as SDCCD email, until their hire date.
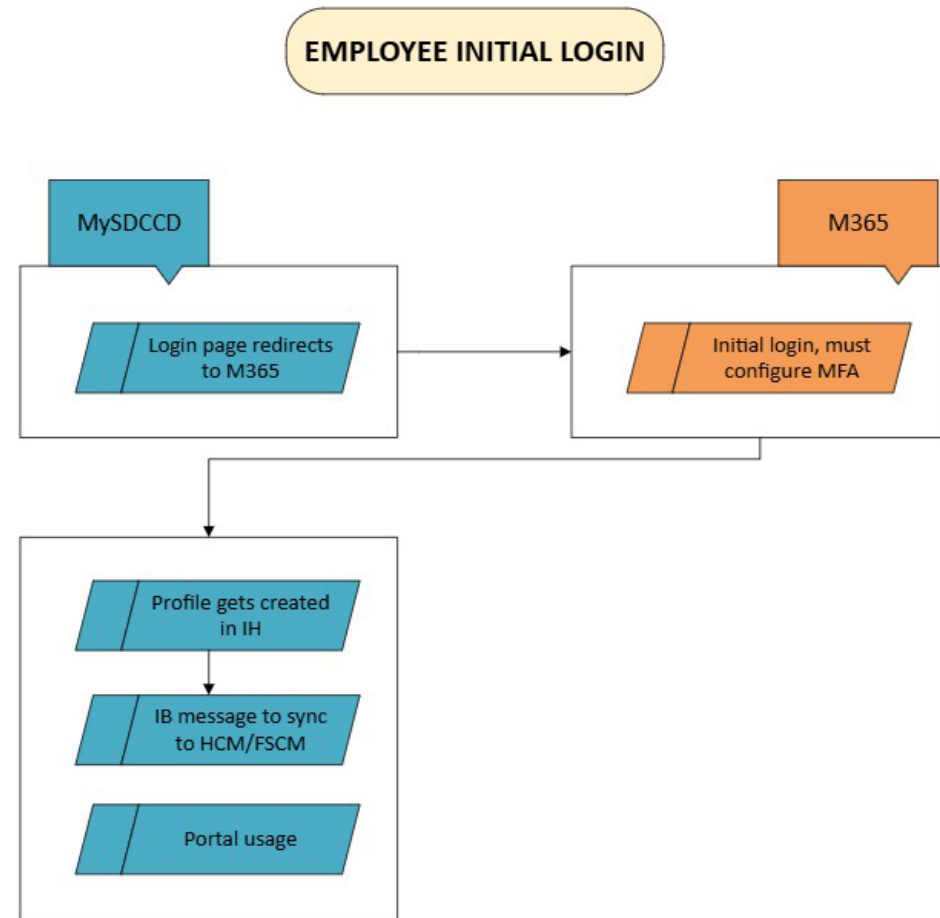 - Full M365 access is granted on the hire date.
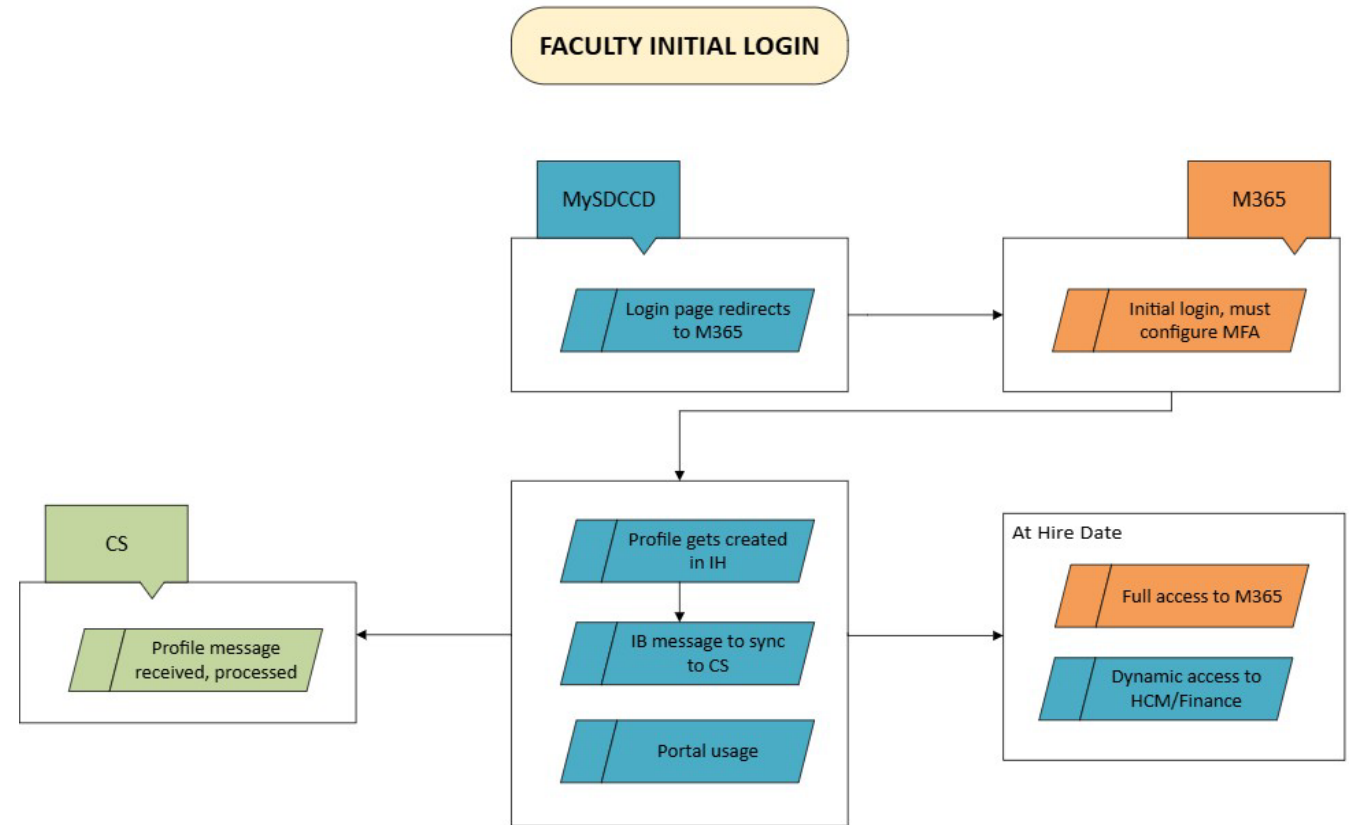
Employee Provisioning

- **Current Employee Provisioning Process**
  - The current process involves creating employee accounts in two directory groups, one for M365 access and the other for PeopleSoft access.

- **Change to Current Process**
  - The process for handling new employee accounts for the M365 group will not change.
  - Once SSO has been implemented, there will no longer be a requirement to create employee accounts for the PeopleSoft group.

EMPLOYEE INITIAL LOGIN

MySDCCD — Login page redirects to M365

M365 — Initial login, must configure MFA

Profile gets created in IH

IB message to sync to HCM/FSCM

Portal usage

What to Expect

- A comprehensive training plan for students, faculty and employees.

- Multi-Factor Authentication (MFA) may need to be re-established by users.

- Tech Hub Support

- Canvas access will not be affected.

- Ease of access

As of 04/28/2025 -

- 91,800 student accounts active within the last 400 days have MFA enabled.

- 28,100 student accounts older than a week but last used within the last 400 days do not have MFA enabled.

- About 23% of student accounts will be impacted in a way that requires set up of MFA on initial login after SSO cutover.

QUESTIONS?