

How to access Learner Portal

The Learner Portal is a central location where students can find information about their enrolments, results, student finances, track attendance as well as links to other MIT resources – i.e. academic staff.

IMPORTANT: Learner Portal uses a different password to the one you currently use to access other MIT services.

Follow the steps below to access the Learner Portal.

Step 1 | Obtain your username/password for Learner Portal

- (a) Your Learner Portal username and password details are sent to your MIT email address when you first enrol in a course. Please check your email.

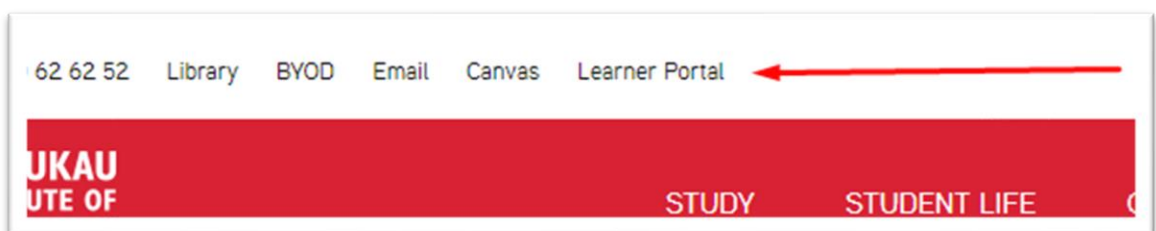
Note: If you haven't received this email, continue with the instructions to reset your password or contact sms@manukau.ac.nz to request your Learning Portal login details.

Step 2 | Logging into Learner Portal

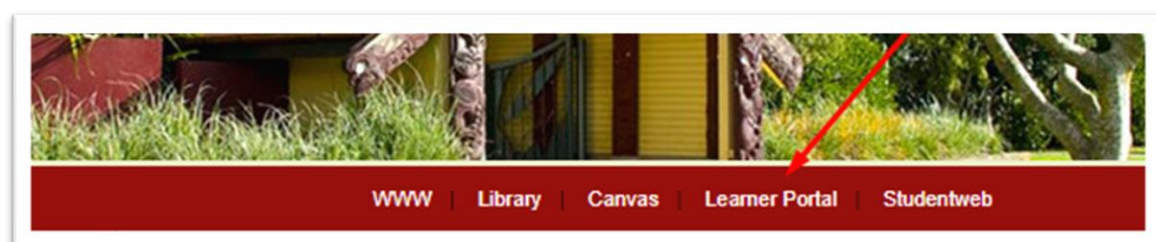
- (a) Go to the Learner Portal login page by clicking on this link - <https://learnerportal.manukau.ac.nz/>

Note: You can also access to the Learner Portal via links on our MIT website or the home page (see below).

- manukau.ac.nz. Learner Portal link is at the top of the page.



- home.manukau.ac.nz. Learner Portal link is at the bottom of the page

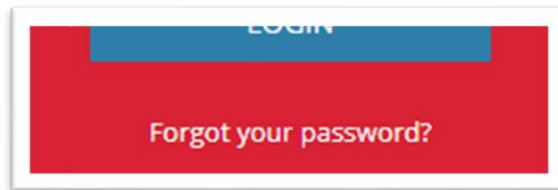


- (b) Type in your Learner Portal login details and click on the Login button. You should now be logged into your Learner Portal account.

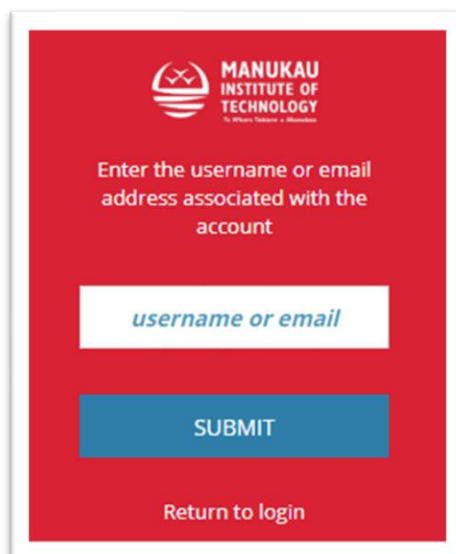


Step 2 | Forgotten your password?

- (a) If you have forgotten your password, under the Learner Portal login button click on the “Forgot your password?” link.



- (b) Type in your username or email and click on submit.



- (c) A message should appear notifying you that an email was sent.

An email has been sent
with a link to reset your
password.

- (d) Check your emails and follow the prompts to reset your password (you will be also asked a security question).
- (e) You should now be able to access Learner Portal.
- (f) If you are still having issues, please email the Learner Portal Help on sms@manukau.ac.nz

For any other MIT-based IT issues, you can contact Technology Services Service Desk on **0800 62 62 52** (option 3) or **09 968 7676** (option 2)

