What happens if I already have a personal Dropbox account using my @uncc.edu email address when signing up for UNC Charlotte's Dropbox for Business?

Tell Me

Warning

If you want to sign up for a UNC Charlotte Dropbox for Business account but are already using your @uncc.edu University email for a personal account, we recommend you change your personal Dropbox account email to a non-@uncc.edu address first. Please follow the instructions in this FAQ to do so. If you don't change the email address first, follow the instructions below:

Note

A “personal” Dropbox account is an account you create, even if it is only being used for work purposes. It is not managed by UNC Charlotte. It is very important to now use your UNC Charlotte email address only for the University Dropbox for Business account. This helps prevent confusion and provide optimum security for work related files.

1. Go to dropbox.charlotte.edu and click Sign Up.

2. Log into the Web Auth screen using your NinerNET credentials and click Log In.

3. Read the University Dropbox agreement and click Accept.
4. You will see a screen linking to Dropbox FAQs and stating an invitation email was sent to your University email account.

A Dropbox account has been created for you.
Please check your email for a welcome message about your account. Be sure to check your spam folder for the email if you do not receive it soon.
Refer to the Dropbox FAQ for instructions on how to use Dropbox, including how to download and configure sync:

5. You will receive an email from Dropbox with a link to complete setting up your account. Open that email and click Join your team.

6. Since you already have a personal Dropbox account with your @uncc.edu University email address, you will be prompted to enter your Dropbox password.

7. You may choose to make (join) your personal account your University account by selecting that option and clicking Confirm. This is OPTIONAL.

Note
If you choose this option, your personal files will now be in your UNC Charlotte Dropbox for Business account which is managed by the University.
8. Change the email address to your personal Dropbox account by selecting that option.

9. Enter your new personal email address (this should not be your University email) and a password for your personal Dropbox account.

10. Click the checkbox to accept Dropbox terms and click Confirm.

11. A confirmation screen is displayed. Click Sign-in to team.
12. An overview page will display. Scroll to the bottom and select to either download the Dropbox Sync App or continue to the website version.

Related FAQs

- How much storage do I get with my UNC Charlotte Dropbox account?
- What happens if I already have a personal Dropbox account using my @uncc.edu email address when signing up for UNC Charlotte’s Dropbox for Business?
- Do sponsored guests or student employees get a University Dropbox account?
- Will students have access to UNC Charlotte’s Dropbox for Business?
- What are my options if I already have a personal Dropbox account?