

ONEID ACCOUNT REGISTRATION AND PASSWORD RESET PROCEDURE

1. Go to <http://oneid.ncat.edu>. Review the provided information in its entirety to ensure that you clearly understand all the requirements needed for registering your OneID account and resetting your password. **Please note: You must register your account before you can reset your password.**
2. Go to <https://oneid.registration.ncat.edu> to register your account.

Authentication Required

The server <https://oneid.registration.ncat.edu> requires a username and password.

User Name:

Password:

3. Enter your **current** OneID Login (username@ncat.edu) and password. Click **Log In**

NORTH CAROLINA A&T

S T A T E U N I V E R S I T Y

OneID Password Registration:

If you ever forget your password, you can reset it yourself without contacting Aggie Tech Support

Click 'Next' to begin the registration process.

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4. Click Next

OneID Password Registration: Your Current Password

Enter your current password below, then click 'Next'.
(logged in as: *NCATjweaver*)

Password:

Next

Cancel

5. Enter your current password to confirm your identity. **Click Next to Continue**

OneID Password Registration: Register Your Answers

You must answer at least 3 questions to register.

Each answer must contain at least four characters, and no two answers may be the same.

What is your mother's maiden name?

What is your maternal grandmother's first name?

What is your paternal grandmother's first name?

In what city were you born?

In what city did you meet your spouse?

In what town was your first job?

What is your oldest sibling's birthday month and year?

What is your oldest sibling's middle name?

What is the name of your favorite childhood friend?

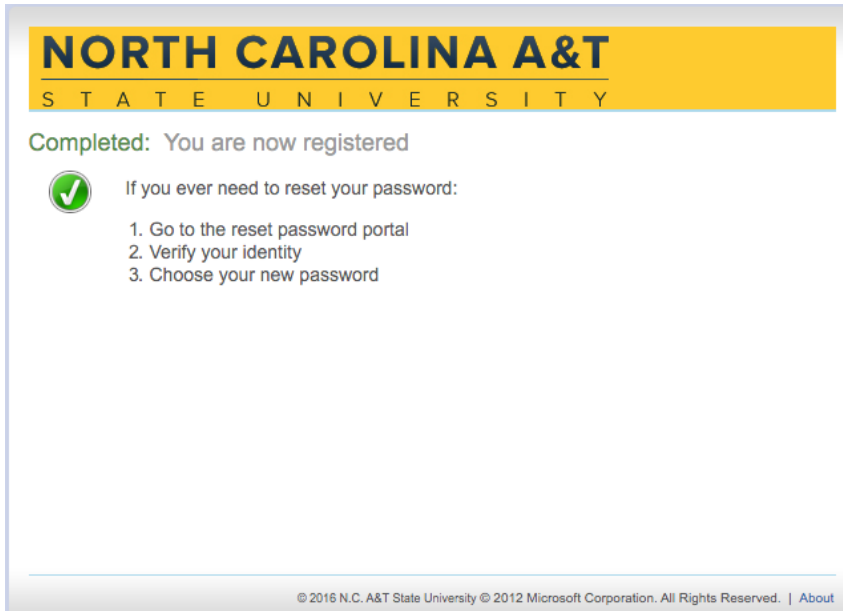
What was your childhood nickname?

The responses you provide are stored by your organization in OneID Identity Management System.

Next

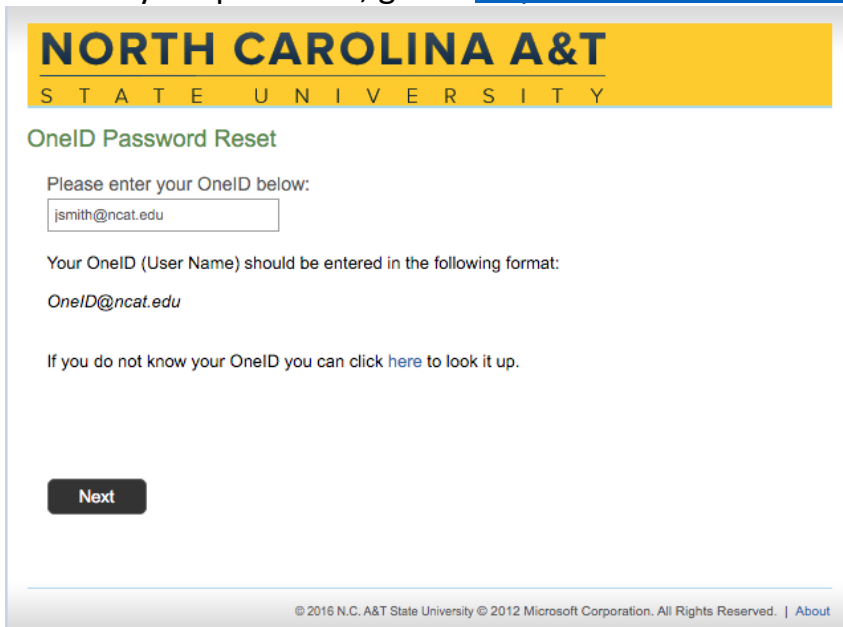
Cancel

6. A minimum of 3 of the 10 questions offered are required to be answered in order to register your account, however, you can answer as many as you choose. **MAKE SURE THAT EACH QUESTION HAS A DIFFERENT ANSWER AND EACH ANSWER IS FOUR (4) OR MORE CHARACTERS IN LENGTH.**
Click Next to Continue



7. That's it! Your OneID is now registered and you are ready to reset your password.

8. To reset your password, go to: <https://oneid.reset.ncat.edu>



9. Enter your OneID using the following format: [username@ncat.edu](#)
Click next to Continue

Verify Your Identity: Submit Your Answers

You must answer 3 of the following 3 questions.

What is your maternal grandmother's first name?

In what city were you born?

In what city did you meet your spouse?

Next

Cancel

10. Answer the three (3) questions presented. ***(Be sure to use the same answers you provided when you registered your account).***
Click Next.

OneID Password Reset: Choose Your New Password

(Resetting password for jtkirk@ncat.edu)

Enter a new password:

Re-enter the password:

Password Requirements:

Password cannot be recycled, they can only be used once

Passwords must be changed at least every 90 days

Password must contain at least 8 characters

Password must contain at least 3 of the following:

Upper Case

Lower Case

Numbers (0-9)

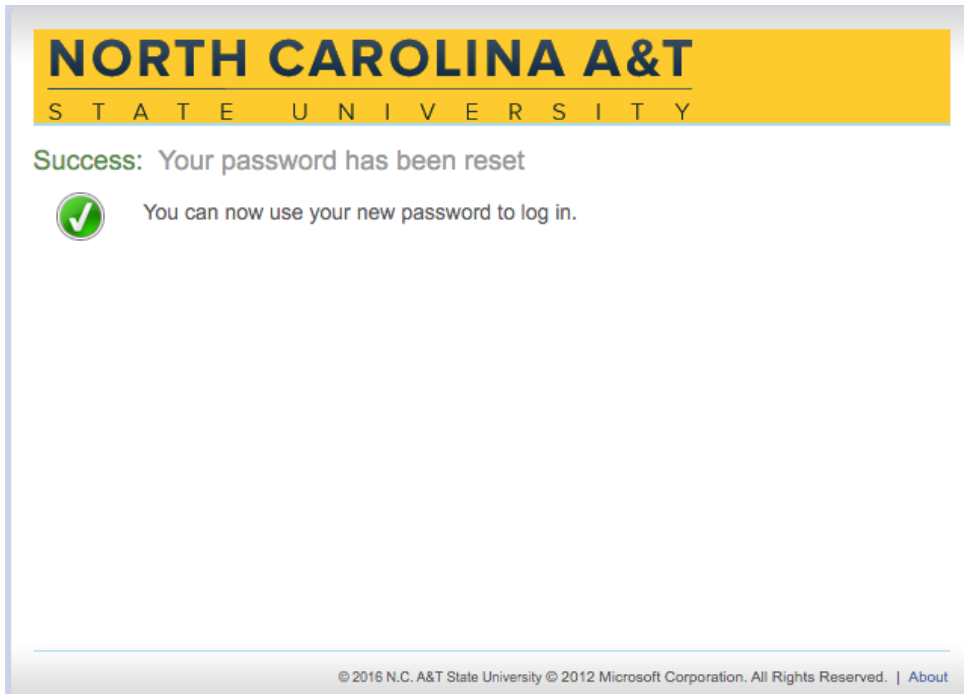
Symbols

Unicode

Next

Cancel

11. Enter your new password following the requirements listed on the screen.
Click Next



12. The process is now completed, you have successfully changed your password.

Ensure that you update your phone, tablet and any computers in which you use your OneID as soon as your password is updated. (*Passwords that may need to be updated include; Outlook, Wireless, Blackboard, Aggie Mart, etc.*).

If you experience any issues with or during the process of registering your account or changing your password, please contact **Aggie Tech Support @ (336)334-7195**.