Re-Authorize a Vanderbilt University ID

(VU VUnetID)

VU ID (VU VUnet ID) is the username that permits access for you to all University-related systems (e.g., Brightspace, Online Grading, YES) and will link to your @vanderbilt.edu mailbox.

Note: These instructions are for resetting your password through Reauthorization in association with claiming your VU VUnet ID on a desktop computer or laptop. Reauth is different if you choose to do so via a mobile device.
1. Click on this link and enter your **new VU University VUnetID** that was provided to you in an E-mail.
   
   https://idm-identity.app.vanderbilt.edu/identityiq/external/registration.jsf#/register

2. Enter your VUnetID, provided in the email communication, and click “**Continue**.”
3. You will be asked for personal information to verify your account. Please note all fields are required and the “Date of Birth” field must be entered as MMDDYYYY, (e.g., 01012018 for January 1, 2018).
4. Please read the Acceptable Use Policy. At the bottom of the page, click the check box to confirm you accept the policy. Click “Continue.”
4. On the following page, you will be able to set a password. Fill in your new password to the “Password” field and confirm it in the following. Please note the required criteria for new passwords.

![Password reset form image]

- Must not include VUNETID, first name or last name
- Must not be equal to the last 10 passwords
- Must be between 8-16 characters
- Must meet at least 3 of these 4 requirements:
  - At least 1 letter (lowercase)
  - At least 1 letter (uppercase)
  - At least 1 number
  - At least 1 special character (! @ # $ % ^ & *)
5. After you have created your password, you will be asked several “Authentication Questions” to provide added security to your account. You must select a question and provide an answer for all three fields. Click “Continue.”

![Authentication Questions](image)

6. The form will change slightly and grey out your answers. Confirm your answers and click “Submit” to complete.