CITY TECH ACTIVE DIRECTORY (AD) ACCOUNT—NEW USER

All students are assigned a City Tech Active Directory (AD) account. The student AD account provides access to a variety of computing resources and online services, such as City Tech wireless, City Tech Virtual G600, and OCIS campus lab computers.

<u>NOTE</u>: Your City Tech Active Directory (AD) password **EXPIRES** every 6 months. You will receive email notifications to reset the password via your **City Tech student email** account.

1. Open a Web Browser and cleat your browser's cache and cookies before attempting to log in. Enter the url **https://forgot.citytech.cuny.edu**

Please Sign in	2. Enter username.
City Tech Active Directory Password Reset	Username: Firstname.Lastname
	3. Enter default password.
Oser Name	(For New Users Only)
Password	First name initial UPPERCASE, last name initial lower-
	case, your Date of Birth (MMDDYYYY), followed by the
Sign in	last four digits of your CUNYfirst EMPL ID.
	Default Password: JdMMDDYYYY9367
Forgotten Password	
	(Current Users): password you set up for your Active
	Directory account.
4. Click Sign in.	
Setup Security Questions City Tech Active Directory Password Reset	5. Select four Security Questions and Provide Answers,
Self Service Security Questions	click Save Answers.
The following security questions and answers will be used to verify your identity in the event you for	• The answers are not case sensitive.
your password. Please choose thoughtful questions and answers that will not be easily guessed.	• Answers must be more than 4 characters.
Please type your security answers	• Do not choose questions and answers that
— Prease select a question item from the list —	would be easy to guess.
 Please select a question item from the list — v 	

6. Answer both Helpdesk Security Questions, click Save Answers, then Continue.

• These additional security questions are for Student Helpdesk's use to verify your identity.

7. Select **Change Password**, enter and confirm your new password. Click **Change Password** to complete the setup.



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Save Answers

- Please select a question item from the list -

- Please select a question item from the list -

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