



Campus Computer Account Password Reset Request

Check one: Current or Former Student Faculty/Staff

Full Legal Name: _____

Other Names (maiden): _____

Non-SUNY Potsdam Email Address: _____

Phone: (____) _____ Potsdam ID #: _____ Date of Birth: _____
If known mm/dd/yy

In the space below or on a separate sheet please attach a copy of a **photo** ID. Documents accepted include but are not limited to your SUNY Potsdam ID card, a valid driver's license or state issued ID card **with photo**, or the photo page of a valid passport. The **photo** must be legible.



Enter a temporary password below consisting of **8 numbers or letters and NO special characters.**

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Example: NewPass1

Signature: _____ Date: _____

By signing this form you are giving permission for SUNY Potsdam to reset your SUNY Potsdam Campus Computer Account password.

Please Note:

- A valid and legible photo ID and your legal handwritten signature is required.
- Once your account has been reset, you will be emailed a confirmation at the email address provided above with your Username and further instructions on how to set up your permanent password and security questions.
DO NOT ATTEMPT TO LOG INTO YOUR ACCOUNT BEFORE RECEIVING THIS EMAIL.