First Time Student SSO Registration

Information Technology Services (ITS) is excited to announce Single Sign-On (SSO) as your new MyAAMU campus portal.

Step 1: Click the **myAAMU link** from the AAMU homepage. MyAAMU

Step 2: Choose your **Log in Type** to see Information that will be available to you:

Step 3: Enter your Student ID (e.g. A00099999) and then click **Next**.
Step 4: Enter your First name and then click Next.

Let's get started!

First Name

Answer

BACK  NEXT

Step 5: Enter your Last name and then click Next.

Let's get started!

Last Name

Answer

BACK  SUBMIT

Step 6: Create new password

Please create your new password

Firstname.Lastname (username)

New Password

Confirm Password

SUBMIT  Password Requirements

Note: Please take note of your User Name (see screen shot below) as this will now be used to log into the SSO portal.
New Passwords must meet the following requirements:

- Must be an 8-character minimum and 64-character maximum length
- May use special characters but not required
- Cannot use sequential and repetitive characters (e.g. 12345 or aaaaa)
- Cannot use commonly used passwords (e.g. p@ssw0rd)
- Cannot use any part of the account name (firstname.lastname) or parts of the user’s name
- Cannot use last 4 previous passwords

Step 7: Successful SSO registration.

Step 8: You will be redirected to the SSO Login Page
Set up Account Recovery Options

Step 1: Enter your firstname, lastname and current email password or updated password to login.

Step 2: Access your Account to set up your Account Recovery details. Look to the top right and click on the arrow next to your name:
Step 3: For account security purposes, you will need to enter your password again.

Step 4: Choose Account Recovery Settings to enter personal information needed to control access to your Account.

Submitting information through Account Recovery allows you to recover your account by answering security questions, accessing your secondary email address, or allowing text messages to be sent to your primary or secondary cell phone number(s). You must set up at least two of these account recovery options to continue. We strongly suggest you set up all 3 options: secondary email, phone number(s), and security questions.

Please remember that when you try to recover your password, the answers must match EXACTLY how you enter them here (case and whitespace sensitive). For example, the 4th answer is French fries. If this question is selected, you must capitalize the first ‘F’ in ‘French’, use a single space before the next word, and use a lowercase ‘f’ in ‘fries’.

Step 6: Account Recovery via Email. Select a non AAMU email address

Please enter a secondary email address that you are able to access and that no one else is using. We DO NOT recommend that you use a family member’s or friend’s email address in this case as it needs to be unique in our system to work properly. The system will send an email to this address with a code to use to complete the setup. If you use this method to recover your password, you will need to be able to access this email account to retrieve the code to verify you. This is for your security. If you did not receive the verification code in your Inbox, please check your Junk and/or SPAM folder(s).
* IMPORTANT: DO NOT USE YOUR AAMU or Bulldog EMAIL ADDRESS FOR YOUR SECONDARY EMAIL RECOVERY. YOU WILL NOT BE ABLE TO OBTAIN THE SECURITY CODE IF YOU CANNOT ACCESS YOUR AAMU EMAIL ACCOUNT.

Step 7: Account Recovery via mobile phone number. Enter a mobile number.

Please enter a primary cell phone number that you can access and will accept text messages. The system will send a text message to this phone number with a code to use to complete the setup. If you use this method to recover your password, you will need to be able to access cell phone numbers text message to retrieve the code to verify you. This is for your security. **Do not include a "1" before your area code.**

Step 8: Check your mobile device, a verification code will be sent via text
Step 9: Enter the code in order to complete phone verification

Step 10: Once you complete phone verification, click My Applications.

You will now be directed to the Single Sign on Portal!