Password reissue application

Date:

To the director of Information and Communications Headquarters

The password reissue is applied for as follows.

Name	Student number	Nagoya University ID	Division and School year

Check item concerning password.

This document is for regular students and graduate students.

1. Did you still have the password notification when entering Nagoya University?-----(Yes / No)
2. Did you change the initial password? ----------(Yes / No)
3. Can you log in to Nagoya University portal (https://potal.nagoya-u.ac.jp/)? ---- (Yes / No)
4. Which satellite lab were you unable to log in? ----------( )
5. How many times have you filed for a password reissue? ----------(time(s))

Write reason for reissue, relapse prevention plan, and resolution in about 200 words.

Your Nagoya University ID and password are necessary to use information services in Nagoya University.Refer to the following website for details. http://www.icts.nagoya-u.ac.jp/en/services/nuid/
The new password will be issued on the next weekday. Please bring your student ID card for Identification.
Application and the receipt are accepted in the following time zones 8:30 –12:00,13:00 –17:00 weekdays at the Information Media Office.

For people other than the above (faculty and staff members, research students, researchers, etc.), please contact the IT Help Desk. Refer to the following website for details.
IT Help Desk website http://www.icts.nagoya-u.ac.jp/en/helpdesk.html

Manage the password yourself.

Do not reveal and tell anyone, or forget your password.
Change your password regularly. https://directory.nagoya-u.ac.jp/chpasswd/
Actions taken under your Nagoya University ID and password are your responsibility.