

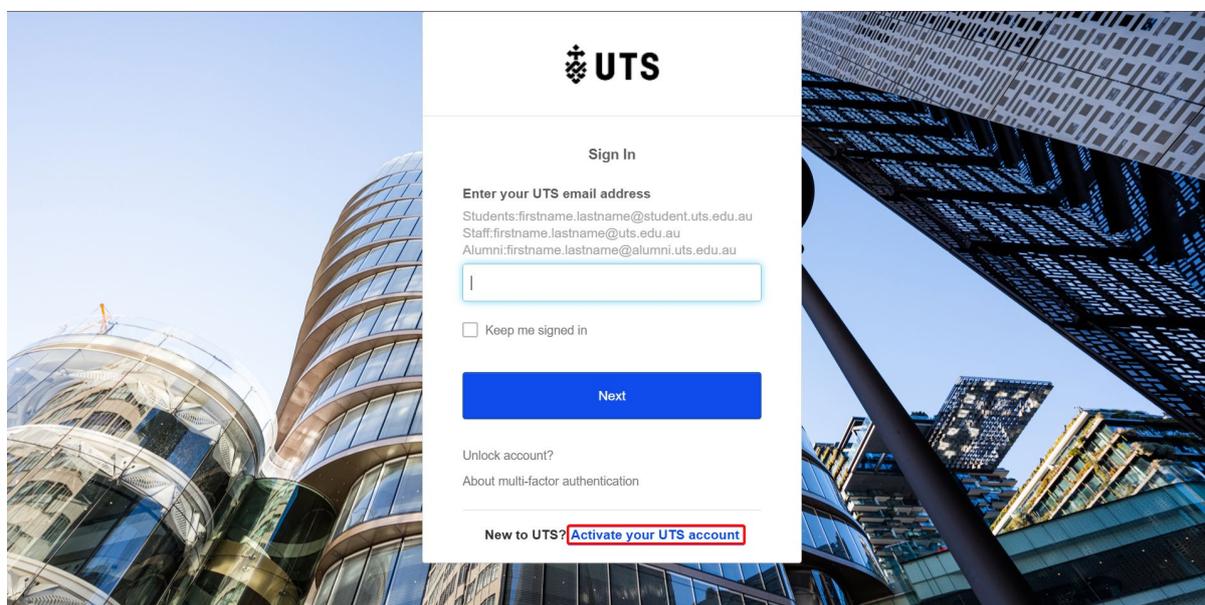
How to Activate UTS College Student Account using Laptop or Desktop

This account will be your your account from the moment you accept your offer and enrol, continuing until you graduate from UTS College. It provides convenient access to a range of UTS systems that support your studies, including access to UTS Library catalogues, connection to UTS-WiFi, and many more.

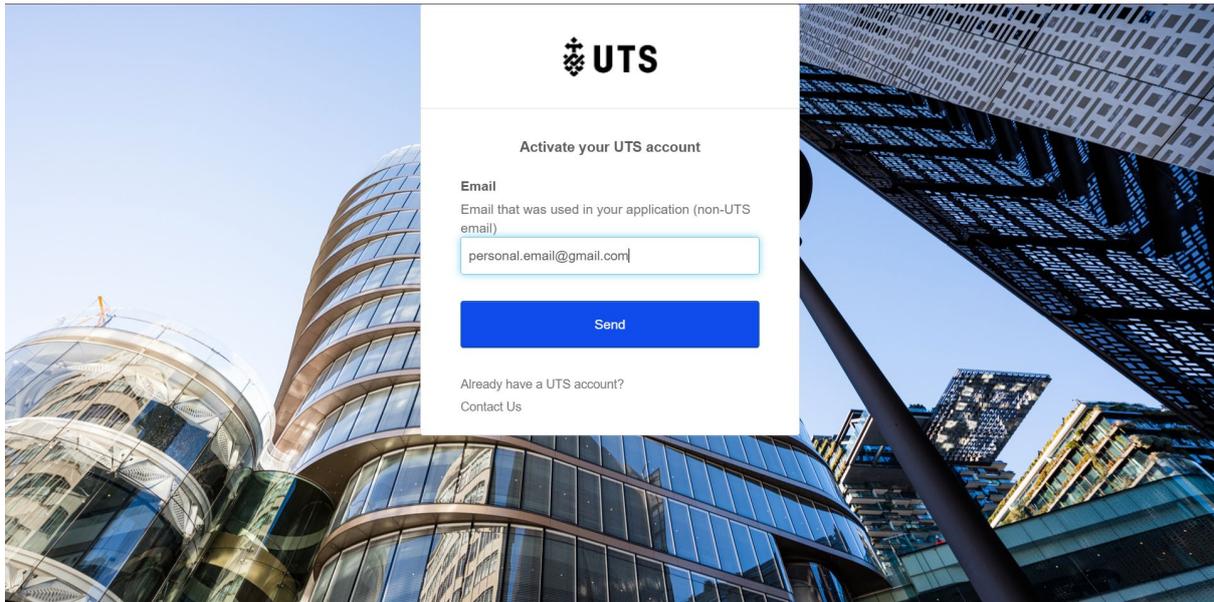
If you are a current student at UTS College or an Alumni of UTS College, you do not need to activate your UTS student account. Please note, you can only **activate your UTS email once**.

Important: Before you can access UTS systems, you will need to activate your UTS student account and set up multi-factor authentication (MFA). MFA protects your account from unauthorised access and gives you secure and easy access to multiple UTS systems using single sign-on.

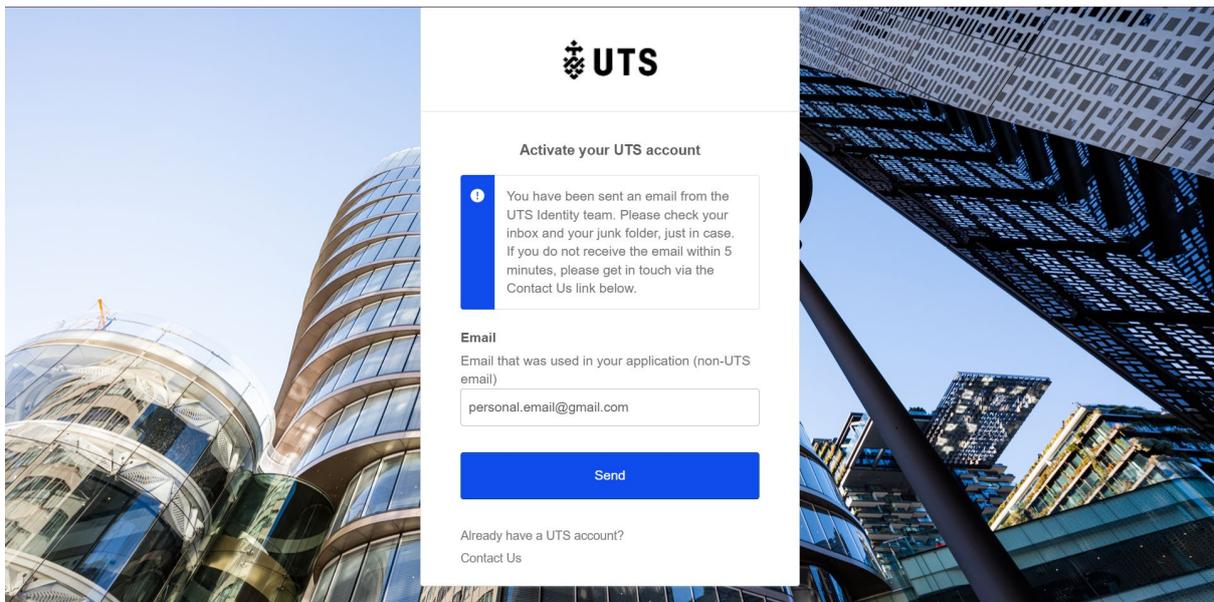
1. Go to login.uts.edu.au. This will launch a new browser window and take you to the UTS sign-in page.
2. Click on the 'Activate your UTS account' button, as shown below.



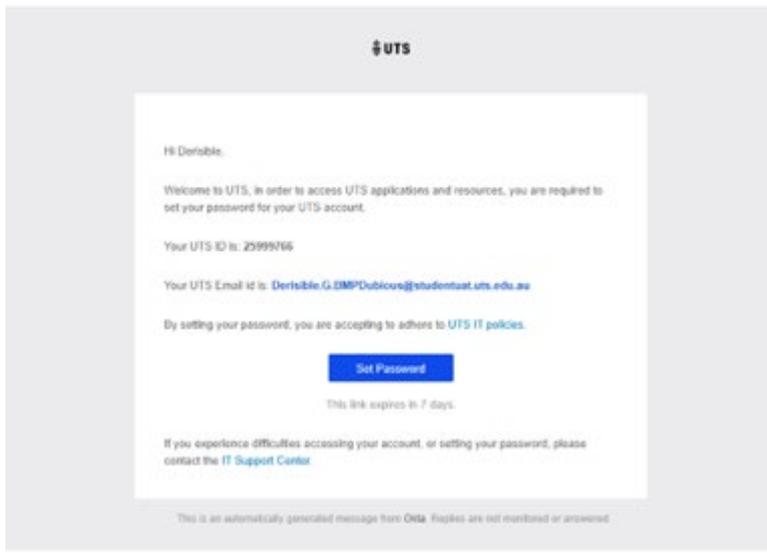
3. On the next page, enter the **personal email address** you used during your application, then click the 'Send' button.



4. Check the inbox of your personal email address for the **activation email**.



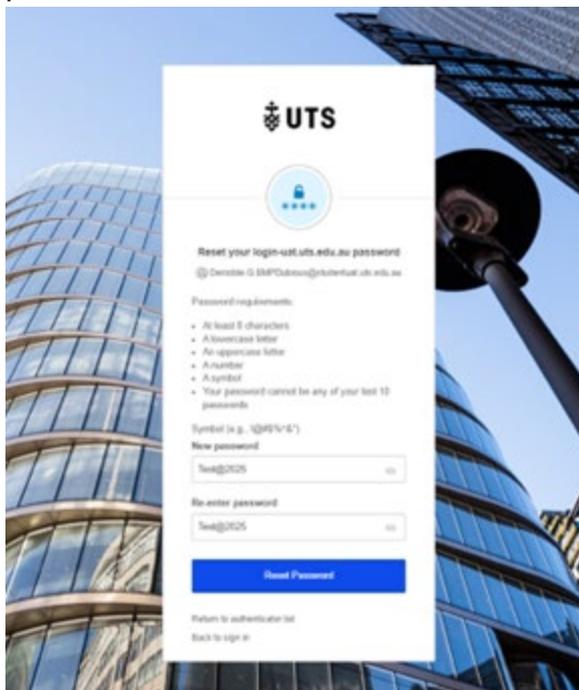
5. If the personal email address you entered matches the one you provided to UTS, you will receive an activation email. Click the 'Set Password' button in the email to continue.



Note:

- The 'Set Password' link is valid for 7 days. If it expires, you can generate a new activation email by repeating the steps above.
- If you do not receive the activation email, please contact UTS College IT Support.

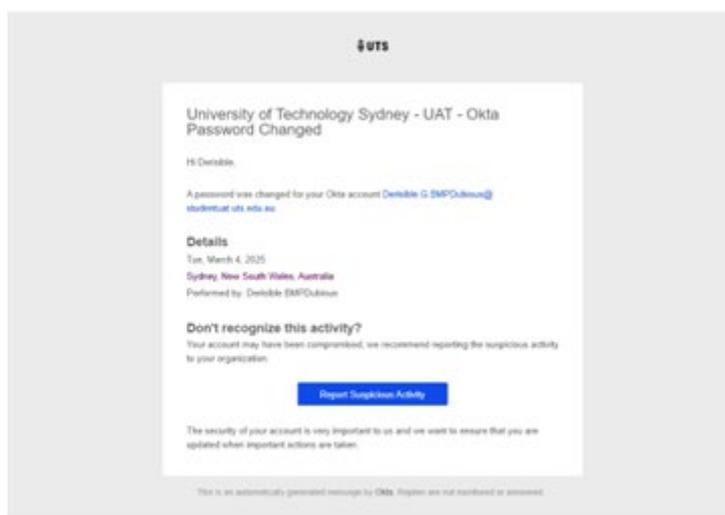
6. On the following page, you will be required to create a new password and click the "Reset Password" button. Once completed, you will be prompted to set up Multi-Factor Authentication (MFA), which will require access to your mobile phone.



Note:

- Your password must be 8 to 16 characters in length.
- It must include at least one letter, one number, and one symbol.
- Spaces are not permitted.
- Do not use your UTS College ID number.
- Previously used passwords cannot be reused.

7. Once your account has been successfully activated, an email confirmation will be sent to your personal email address, confirming your password reset and providing your UTS student email address, as shown below. This completes the activation of your UTS student email account.

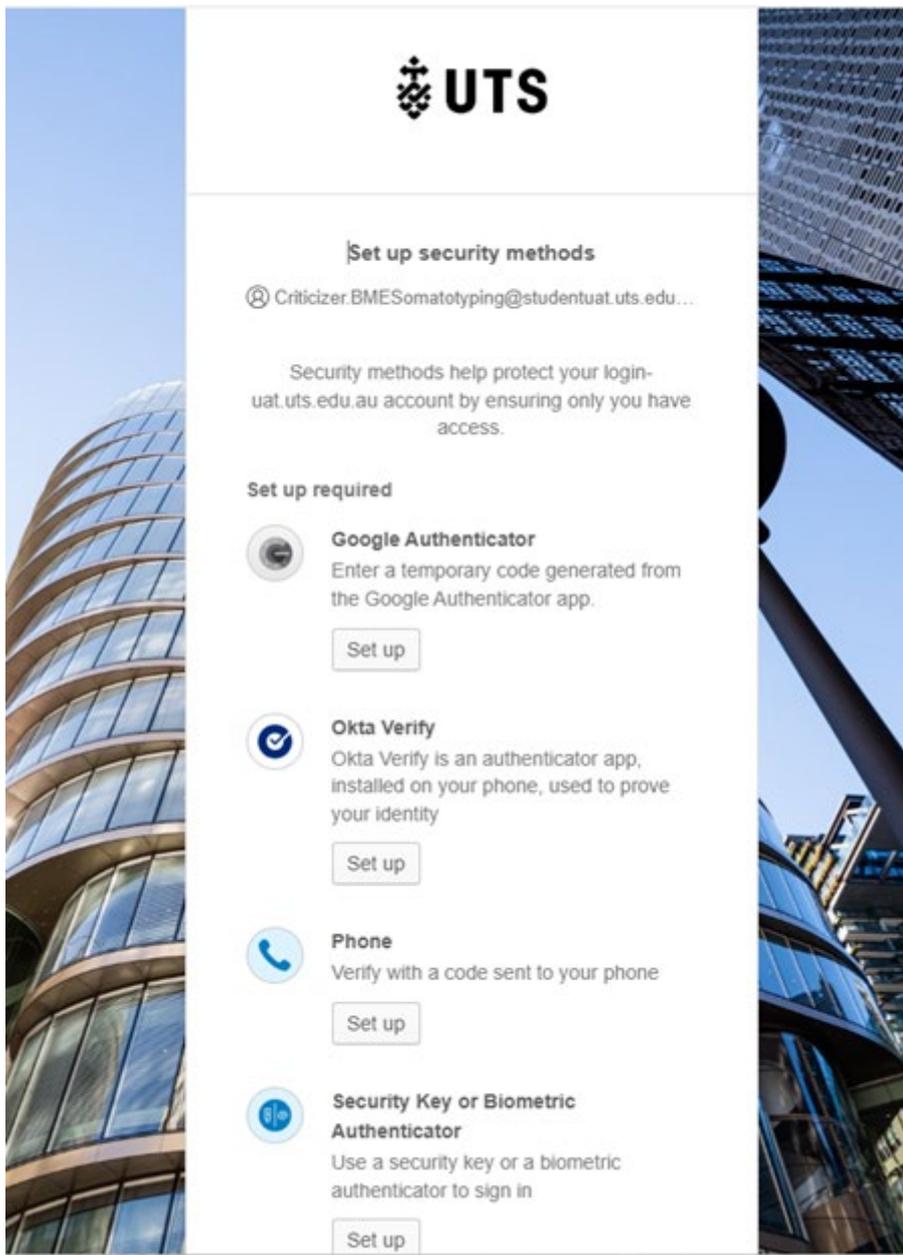


Note:

You will need your mobile phone to set up Multi-Factor Authentication (MFA) to continue. If you choose not to proceed immediately, you can sign in at <https://login.uts.edu.au> using your UTS student email at any time. Your UTS student account will remain active for as long as your Offer is valid.

Setting up Multi-Factor Authentication (MFA)

1. Select your preferred authenticator method (Okta Verify, Google Authenticator, or Biometric Authenticator) and click the 'Set up' button. Alternatively, you can choose to use your phone number by selecting the Phone option, as shown below.



2. Follow the on-screen instructions to complete the MFA setup.
Note: The on-screen instructions will vary depending on your chosen MFA set up method.