Many faculty and staff at UAlbany never need, nor use their UNIX passwords. As Coeus users, our NetIDs and UNIX passwords are the instruments used to validate our identity and grant access to research proposal data from our campus.

To set, or reset your UNIX passwords, follow these steps:

1. Go to the UAlbany IT main webpage (http://www.albany.edu/its) and select Reset Password.

2. On the Password Set/Reset screen, answer the security questions. Then the system will allow you to access and change your passwords.
3. If you have been in the system before and have previously set up your security questions, click on Already know your Security Questions? which will bring you to this screen where you must enter your NetID and your SSN or Albany ID. When completed, click Next.

This screen will appear with your Security Questions that must be answered to move to the next screen.

4. If you do not have any security questions set up, enter your SSN or Albany ID, Date of Birth, and PIN before moving to the next screen. If you cannot remember your PIN, you will have to call the ITS helpdesk at 2-3700 to get it.
5. Once the above steps have been completed, you will be taken to this screen where you will set up your password.

Password Confirmation

Password Email Confirmation

Password Set/Reset Notification

This message is sent as notification of your password being set/reset. Below is a status of the actions taken on your accounts:

- The password for your MyUAlbany/IAS and UNIX Systems account has been set/reset.
- The password for your Windows Network account has been set/reset.

If you did not take this action on your accounts, then you should immediately change your password(s). If you have any questions please contact the ITS HelpDesk at 518.442.3700.