FACULTY/STAFF NETID

Overview

UA NetID is a secure, efficient way for the University and its computer systems to ensure the identity of an eligible user before allowing access to potentially sensitive information. UA NetIDs allow access to a growing number of online services for faculty and staff such as UAConnect, IT Academy, D2L, UAccess Employee, and UA Site License software. A NetID is your username and password combination which allows access to University services using a single sign-on system. The NetID username is not case sensitive when used as a login credential.

How to Create a NetID

- Go to: https://netid.arizona.edu/ and click on Create UA NetID.
• Under **Select Affiliation**, select **UA Employee (Faculty, Staff, Appointed)** and click **Next**.

![Select Affiliation Image]

• Under **Create your UA NetID** enter your **EMPLID**. Your EMPLID is an eight digit number.

• Next, enter your **PIN**. Your PIN information was sent to the personal email account you provided on the Employee Information form. If you did not provide an email address, or you do not have a PIN, please contact the 24/7 for assistance.

• Enter your **Birthdate**. Click **Next**.

![Create your UA NetID Image]
- You will be provided with some sample NetIDs to choose from. Select one and click **Next**.

- Under **Select a New Password**, create your new password using the guidelines and suggestions offered. Click **Next**.
• Under Select a “secret hint” choose a question from those offered and provide your answer. Click Next.

• Next up are optional security settings. Choose to enable NetID passcode or pass. Click Next.
Select whether to enable or disable Single Sign-On. Click Next.

Confirmation! After you acknowledge that you have read the Computer and Network Access Agreement click Next.
Success! Your UA NetID has now been created.