Activate your UTS email account
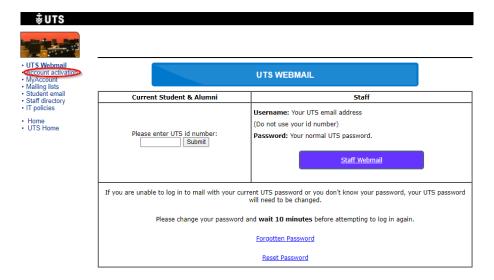
Follow the below steps. Please note, you can only activate your UTS email once.

1.   **Click** www.uts.edu.au/email then click "Account Activation" on the left menu.
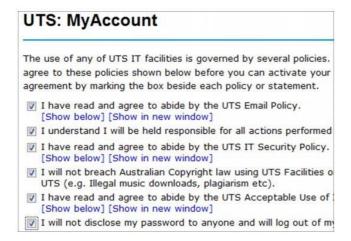

2.   **Enter your**
   - **Student Number (found in your offer letter)**
   - **Given Name (First Name)**
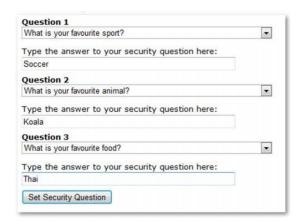   - **Surname (Last Name)**
   - **Date of Birth (dd/mm/yy)**

   Click **Continue**

3.   **Read the UTS IT Security Policies and tick all the boxes**

UTS: MyAccount

The use of any of UTS IT facilities is governed by several policies.
agree to these policies shown below before you can activate your
agreement by marking the box beside each policy or statement.

☑ I have read and agree to abide by the UTS Email Policy.
[Show below] [Show in new window]
☑ I understand I will be held responsible for all actions performed
☑ I have read and agree to abide by the UTS IT Security Policy.
[Show below] [Show in new window]
☑ I will not breach Australian Copyright law using UTS Facilities o
UTS (e.g. Illegal music downloads, plagiarism etc).
☑ I have read and agree to abide by the UTS Acceptable Use of
[Show below] [Show in new window]
☑ I will not disclose my password to anyone and will log out of m

4.   **Select three secret questions and enter the answers**
      Click **Set Security Questions** to continue

Question 1
What is your favourite sport?

Type the answer to your security question here:
Soccer

Question 2
What is your favourite animal?

Type the answer to your security question here:
Koala

Question 3
What is your favourite food?

Type the answer to your security question here:
Thai

Set Security Question

5.   **Enter your password in both boxes then click Set Password to finish.**

Your User ID (username):
Enter your new password:
Re-enter your new password:

Set Password

Your UTS email account is now activated.