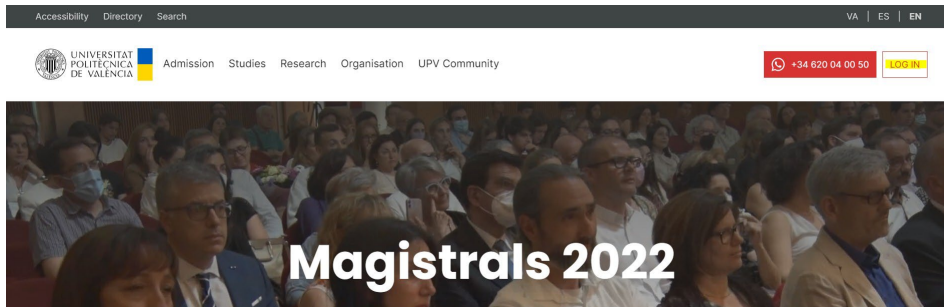


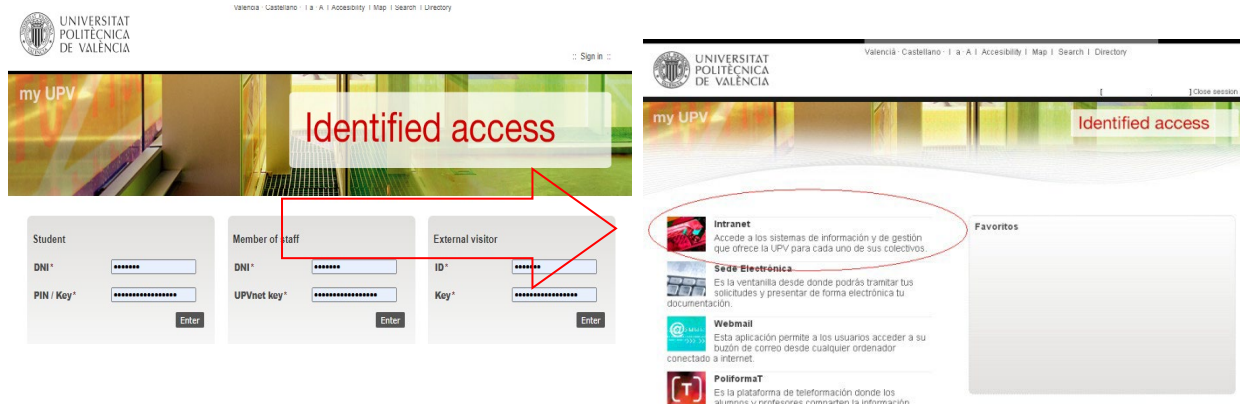
## How to create your password for the domain ALUMNO at UPV

After you create your password for the domain ALUMNO, your identified access will be with your UPV DNI / identification number + your password of the domain ALUMNO (instead of the PIN number)

You must first log into the UPV intranet through the UPV main site. [www.upv.es](http://www.upv.es)



Enter your UPV ID (normally starting with a "P") and PIN as a student, and enter the intranet as follows:



The image displays two screenshots from the UPV website. The left screenshot shows the 'my UPV' login page with three columns for 'Student', 'Member of staff', and 'External visitor'. Each column has fields for DNI, PIN/Key, and an 'Enter' button. A red arrow points from the 'Student' PIN/Key field to the 'Intranet' link in the right screenshot. The right screenshot shows the 'my UPV' intranet interface with a 'Identified access' banner and a list of services including 'Intranet', 'Sede Electrónica', 'Webmail', and 'Poliformat'. The 'Intranet' link is circled in red.

Once you are inside the menu of personal UPV intranet, search for the link “Network Services > Network user”

The screenshot shows the UPV intranet menu with the following structure:

- Personal Information
  - Personal Data
  - Academic Information
    - Academic record
    - Lists, photo and statistics
    - My Study Plan
    - Electronically signed Teaching Guides
  - Private Information
    - Student Directory
    - University members information
  - More information
    - General offers and discounts
    - COVID-19
      - Online teaching monitoring incidents
- Virtual Secretary
  - Self-registration (Personal data / Registration)
    - Information
      - Photo
      - UPV card
      - UPV Linkage
      - Appointment for Self-enrollment
      - Scholarship Status
      - Bank account Number
      - Social Security No.
      - Receipts
      - Enrollment Details
      - Simulator Adaptations / Validations / Recognitions
      - Recognition for adaptation of plans in extinction
      - Tuition Documentation
      - Mobile phone
      - UPV Calendars in ICal format
      - Student Documentary Repository
    - Requests
      - Certificates and supporting documents
        - SET Request
        - Title Request
        - Master Pre-Registration
        - 2nd Cycle Pre-registration
        - Doctorate Pre-Registration
        - Agri Form: Part-time Registration
        - Scholarship Application
        - Admission Form: To continue studies
        - Exemption Form and/or consultation of the resolution of the permanence regulations
        - Request for exemption and/or consultation of the resolution of the Progress Regulations
        - Request for re-entry related to non-compliance with the permanence regulations
        - Group Change Request
        - Class Attendance Exception Request
        - Grant Form: Predoctoral Contracts UPV Program (Xiaid)
        - Tutoring hours on demand Request
        - De-registration Request
        - Request for deterral / payment fractioning of the registration fee
      - Surveys
        - Online Surveys Tool
      - Requests, Notifications, Queries ...
        - Regal: Incidents and requests
        - Request Tracking
        - Digital Certificate: Appointment
        - Digital Certificate: See Appointment
        - Posti (Query)
          - To my Centre
          - To other Units
        - Posti (Cita)
        - Suggestions, Complaints and Compliments
          - Issuing and Consulting PostiCARF
          - my SGFs Consultation (OLD)
        - MISTRAL Reports
        - Lifelong Learning Portal
        - Booking System (Monnregre): UPV Halls, Classrooms, and Auditorium
    - Services
      - Information Technology Area
        - 2020 project portfolio
      - Email
        - Webmail
        - Official UPV emails Query
        - Communication Language
        - News and Events Subscription
        - Network services
          - Network User**
          - Network services
        - Area de Promoció i Normalització Lingüística
          - App: From: Research and Dissemination material in Valencian Language
          - Valencian Conversation Groups Enrollment
      - Juana Portaceli Health Centre
        - Cita previa consulta médica y enfermería
        - Consultas sus citas solicitadas
      - Alumni
        - Alumni Registration
      - Library services
        - My library
      - Environment Unit
        - Send us a Request
      - Career and Employment Unit
        - General Information Appointment
        - Career Guidance Appointment (Vera Campus - Technician 1)
        - Career Guidance Appointment (Vera Campus - Technician 2)
        - Career Guidance Appointment (E.P.S. Gandia)
        - Career Guidance Appointment (E.P.S. Alcañiz)
        - Appointment for non-university Internships (Central Sanitza)
      - CEDAT Foundation
        - ECOVash (Vehicle cleaning) Appointment
        - ECOVash Appointments Consultation
      - Tools
        - Language Shift
        - OpenID Identifier
        - Printing Services
        - ReproExpress Virtual Printer

Once in the password form, you must first write your PIN number (the one you used to enter the intranet), and choose your new domain ALUMNO password, following our password policy.

The screenshot shows the 'Formulario de cambio de clave' (Password Change Form) with the following fields:

- usuario
- pin \*
- nueva clave \*
- repta clave \*

A red circle highlights the 'pin' field. Below the form, there is a 'Política de contraseñas' (Password Policy) section with the following rules:

- La contraseña ha de comenzar por un carácter alfabético.
- La contraseña deberá tener una longitud mínima de 8 caracteres y una longitud máxima de 20 caracteres.
- La contraseña no puede contener espacios en blanco.
- La contraseña no puede contener 4 caracteres iguales seguidos.
- La contraseña debe contener al menos 3 caracteres alfabéticos.
- La contraseña debe contener al menos 4 caracteres numéricos.

Password policy:

1. It must begin with an alphabetical character (a letter, not a number)
2. Between 8 and 20 characters long.
3. No blank spaces.
4. It cannot contain the same character 4 times in a row.
5. At least 3 alphabetical characters
6. At least 4 numerical characters.