

BIU Login and Password Reset Guide

Stage 1: Start with Password Reset

Go to the Password Reset Page: <https://sspr.biu.ac.il/sspr/public/forgottenpassword>

Enter Your Identification:

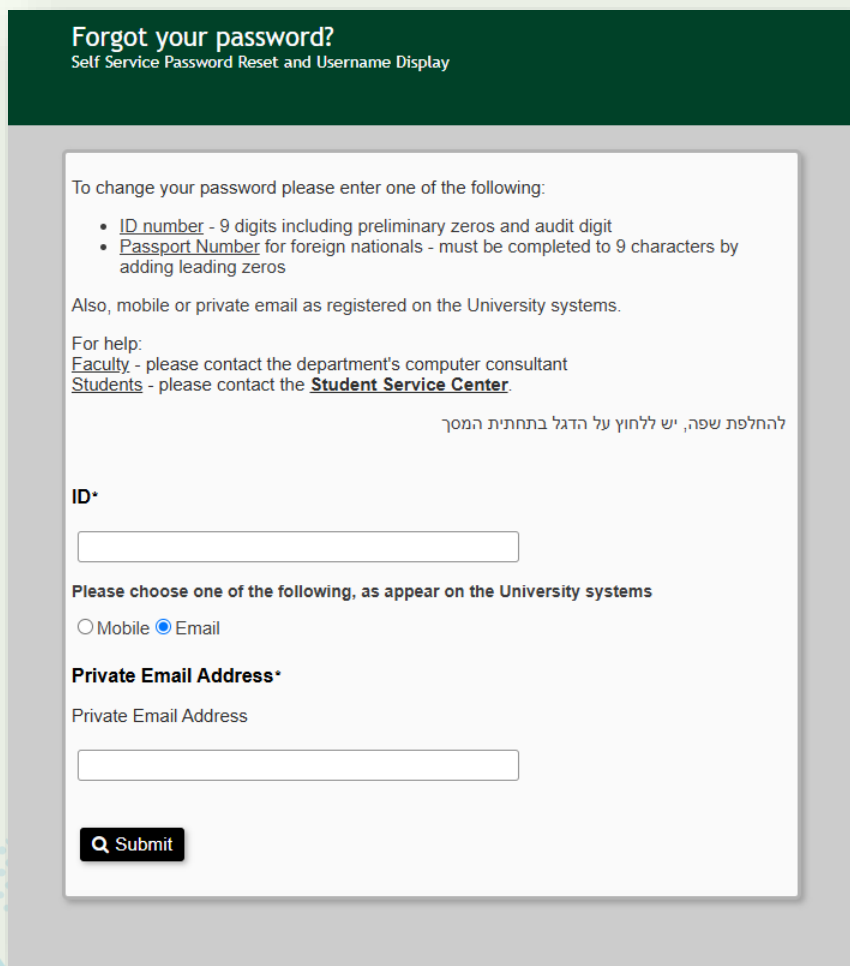
Israeli ID: Enter your 9-digit ID number (including leading zeros).

Passport Number: Complete to 9 characters by adding leading zeros if necessary.

Choose Contact Method: Select Email.

Enter Your Private Email Address (must match BIU systems).

Click Submit.



The screenshot shows a web form titled "Forgot your password?" with the subtitle "Self Service Password Reset and Username Display". The form is set against a dark green header. The main content area is white with a light gray border. It contains instructions on how to reset a password, listing two options: "ID number" (9 digits including preliminary zeros and audit digit) and "Passport Number" (for foreign nationals, must be completed to 9 characters by adding leading zeros). Below this, it says "Also, mobile or private email as registered on the University systems." and provides contact information for help: "Faculty - please contact the department's computer consultant" and "Students - please contact the Student Service Center." There is a Hebrew note: "להחלפת שפה, יש ללחוץ על הדגל בתחתית המסך". The form has two input fields: "ID*" and "Private Email Address*". Below the email field, there are radio buttons for "Mobile" and "Email" (which is selected). At the bottom, there is a "Submit" button with a magnifying glass icon.

Forgot your password?
Self Service Password Reset and Username Display

To change your password please enter one of the following:

- ID number - 9 digits including preliminary zeros and audit digit
- Passport Number for foreign nationals - must be completed to 9 characters by adding leading zeros

Also, mobile or private email as registered on the University systems.

For help:
Faculty - please contact the department's computer consultant
Students - please contact the **Student Service Center**.

להחלפת שפה, יש ללחוץ על הדגל בתחתית המסך

ID*

Please choose one of the following, as appear on the University systems

☐ Mobile ☒ Email

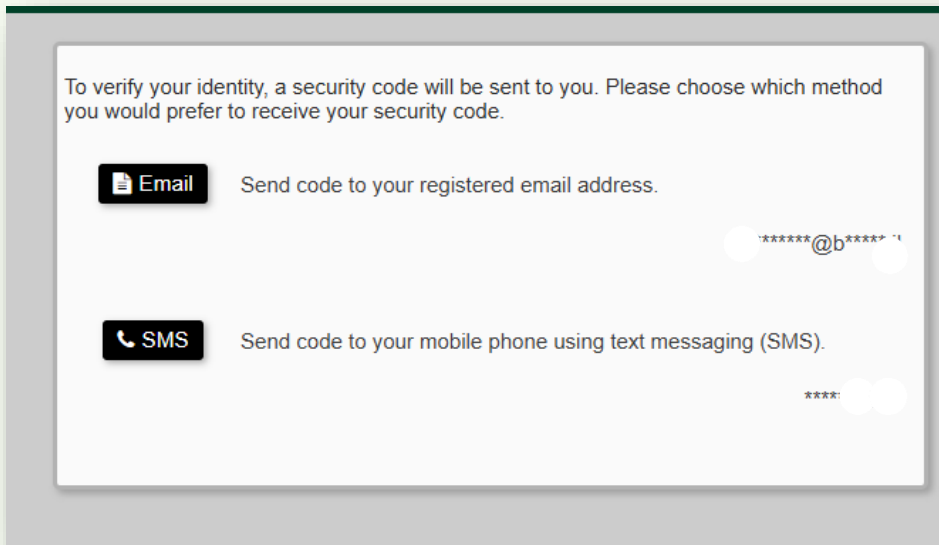
Private Email Address*

Private Email Address

 Submit

Stage 2: Verify Your Identity

Click Email to send the code to your registered email address.



To verify your identity, a security code will be sent to you. Please choose which method you would prefer to receive your security code.

☒ **Email** Send code to your registered email address.

*****@b*****

☐ **SMS** Send code to your mobile phone using text messaging (SMS).

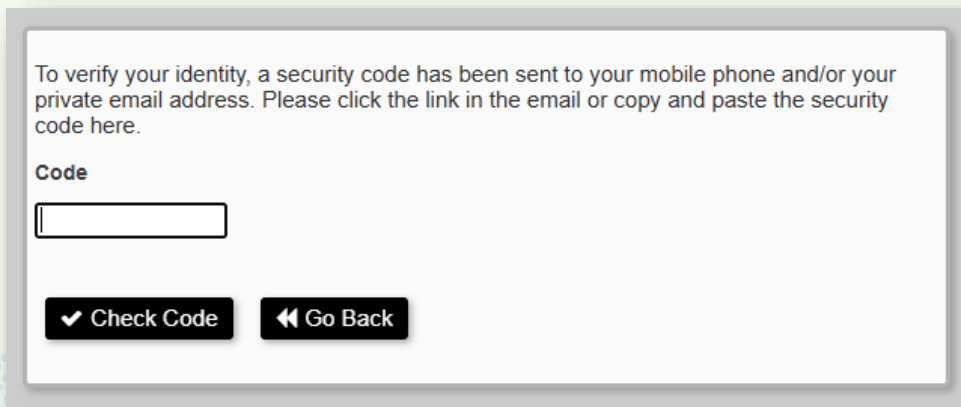
Check your inbox for the 6-digit security code.

Stage 3: Enter the Security Code

Retrieve the 6-digit code from your email.

Enter the code in the Code field.

Click **Check Code**.



To verify your identity, a security code has been sent to your mobile phone and/or your private email address. Please click the link in the email or copy and paste the security code here.

Code

Change Password

Self Service Password Reset and Username Display

Regina Falengi



Hello Regina Falengi,

The new password will affect your access to the following computing systems:

- Academic AD (CCDOM domain, classes, labs, departmental resources, Eduroam Wi-Fi network)
- Minhala AD (MN domain, Tik Digitali, Ilanet, Shohamdocs)
- Lamda/Moodle, libraries' resources (OpenAthens), Dolev (sites update)
- Office 365 for all staff and students
- Linux systems managed by the ICT Division

Your new password must meet the following requirements:

- Password is case sensitive.
- Must be at least 8 characters long.
- Must include at least 1 number.
- Must have at least 1 symbol (non letter or number) character.
- The first character can not be a symbol (non letter or number).
- The last character can not be a symbol (non letter or number).
- Must not repeat any character sequentially more than 2 times.
- Must have at least 1 lowercase letter.
- Must have at least 1 uppercase letter.
- Must not include any of the following values: םןן'ןזחסיכךלמסןן"ן?*/\הגדהאב12345 <>, £ ¢ × \$: ע פ צ ץ ק ר ש ת
- Must not include part of your name or user name.
- New password may not have been used previously.

Waiting for typing to complete....

New Password

Confirm Password

► Change Password

✕ Cancel

Stage 6: Log in to Microsoft 365 (My BIU)

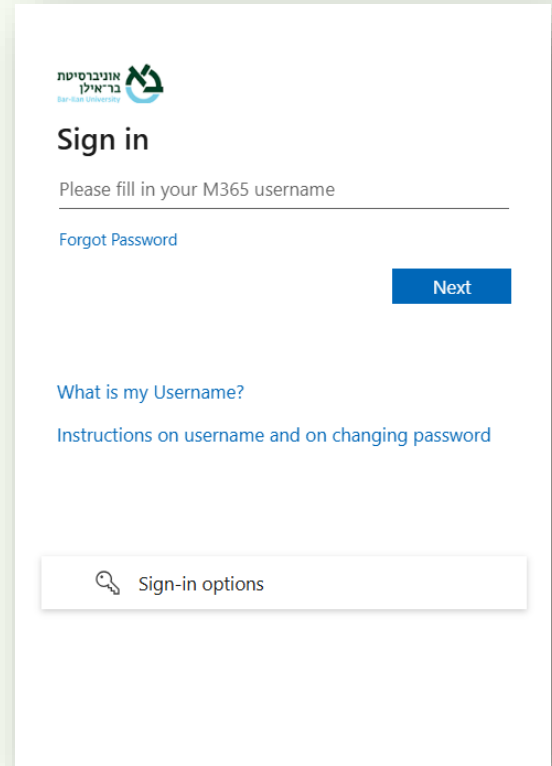
Go to <https://biu365.sharepoint.com/>.

Enter your BIU username:

Provided in your application confirmation or
under Computer User Codes in Inbar.

If unsure, check [here](#).

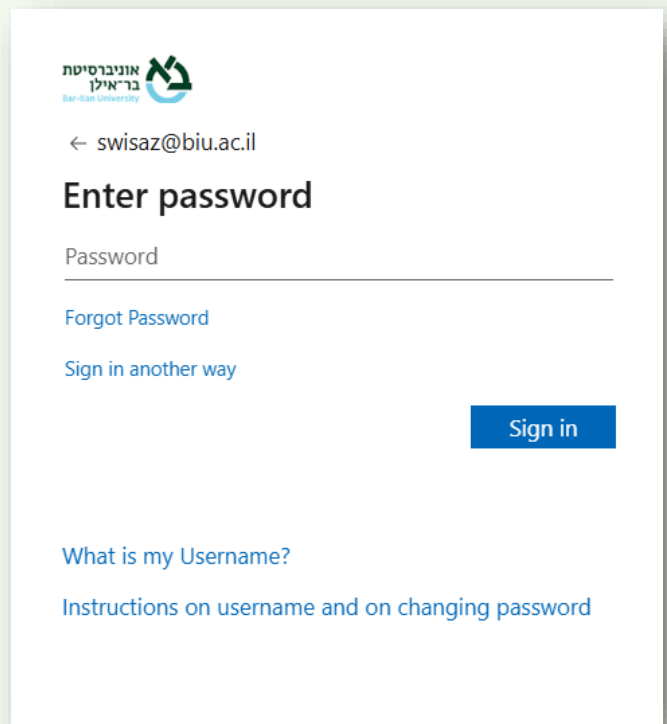
Click Next.



Stage 7: Enter Your Password

Type your new password.

Click Sign In.



Stage 8: Complete Multi-Factor Authentication

Choose your authentication method:

- ✓ Microsoft Authenticator App.
- ✓ Phone verification (must be updated in BIU systems).

Authentication is needed to access your account and the My BIU portal.

Through the portal, you can use the **Inbar Student Portal** for payments, documents, course registration, and more.

Lamda (formerly Moodle) gives you access to assignments, study materials, and online lecture links when available.

