CURRENT STUDENT SCENARIOS

Current credit student: logged on (prior to April 1, 2009) and knows username/perm password

Username: First initial of first name followed by entire last name followed by 2 digit day of birth
Example: Credit A. Crashtest, July 02 date of birth = ccrashtest02

Perm Password: Private to the student – no need to change

E-mail address: First initial of the first name, followed by the full last name, followed by the day of birth (full username) followed by @chawk.cecil.edu
Example: ccrashtest02@chawk.cecil.edu

Current credit student: never logged on (prior to April 1, 2009)

Username: First initial of first name followed by entire last name followed by 2 digit day of birth
Example: Credit A. Crashtest, July 02 date of birth = ccrashtest02

Temp Password: Date of birth displayed as mmdyyyy
Example: July 2, 1989 = 07021989

E-mail address: First initial of the first name, followed by the full last name, followed by the day of birth (full username) followed by @chawk.cecil.edu
Example: ccrashtest02@chawk.cecil.edu

Current credit student: logged on (prior to April 1, 2009) and does not remember perm password

Username: First initial of first name followed by entire last name followed by 2 digit day of birth
Example: Credit A. Crashtest, July 02 date of birth = ccrashtest02

Perm Password: Student does not remember – student needs to call helpdesk

E-mail address: First initial of the first name, followed by the full last name, followed by the day of birth (full username) followed by @chawk.cecil.edu
Example: ccrashtest02@chawk.cecil.edu

NEW STUDENT SCENARIO

New student (April 1, 2009 and beyond)

Username: Up to first 4 letters of last name followed by last 4 digits of Student ID#
Example: Credit Crashtest, ID#79190 = cras9190

Temp Password: Date of birth, displayed as mmdyyyy
Example: July 2, 1989 = 07021989

E-mail address: Up to first 4 letters of last name followed by last 4 digits of Student ID# (full username) followed by @chawk.cecil.edu
Example: ccras9190@chawk.cecil.edu

Note: No special characters ( - / * )
Special Examples:
Charlie O’Brien | ID = 12345 would be: obri2345
Christie May Lue | ID = 45678 would be: mayl5678
Christy Lue-Reader | ID = 12345 would be: luer2345
Christy Lu | ID = 12345 would be: lu2345