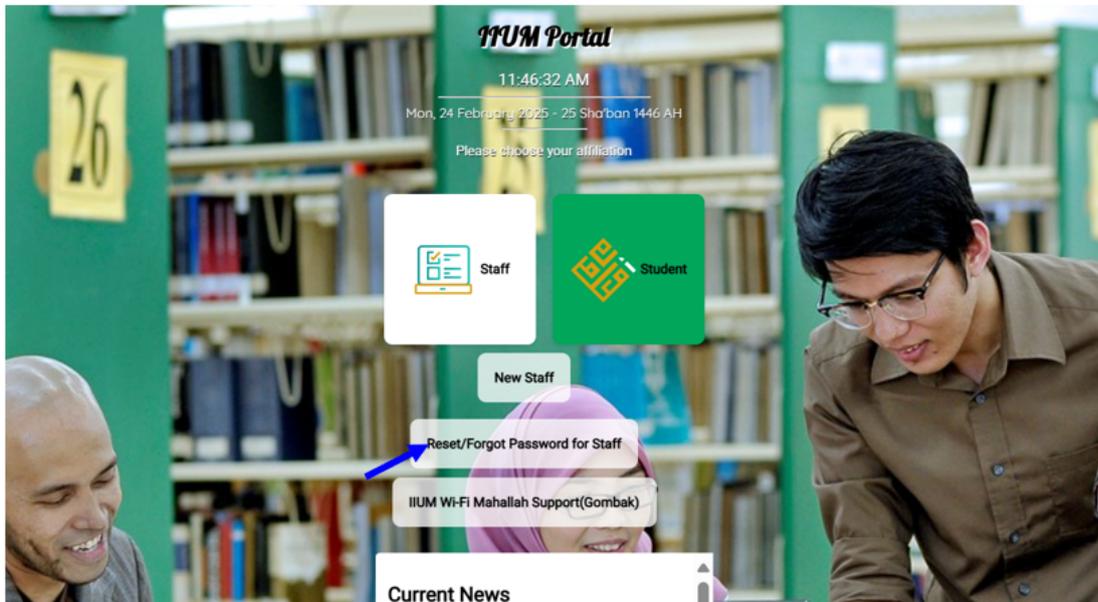


Guidelines: Reset Email/Password Email for Staff

Step 1: Go to Staff portal > <https://my.iium.edu.my>

Step 2: Click Reset/Forgot Password for staff



Step 3: Verify Credentials

Self Portal/Email Password Reset.

Step 1 of 3 : Verify Credentials

Portal/Email ID

(without @iiu.edu.my)

IC/Passport No

(eg: 750213145125 with no '-' or spaces)

Registered Mobile

(eg: 0192224234 with no '-' or spaces)

Please register your mobile through MyIIUM Portal

Step 4: Change password

Self Portal/Email Password Reset.

Step 2 of 3 : Setup New Password

Portal/Email ID

(without @iiu.edu.my)

New Password

Strong

- Minimum number of characters is 8
- Use special characters (^_@!*#) to increase strength
- At least 1 capital letter, 1 small letter and 1 number

Re-type New Password

Password Strength (35 or more)

Valid User. Update allowed. Operation will be logged.

Step 5: Request TAC

Self Portal/Email Password Reset.

Step 2 of 3 : Setup New Password

Portal/Email ID

(without @iium.edu.my)

New Password

Strong

- Minimum number of characters is 8
- Use special characters (^_@!*#) to increase strength
- At least 1 capital letter, 1 small letter and 1 number

Re-type New Password

Password Strength (35 or more)

Press Request TAC button

Step 6: Fill in TAC Serial & TAC No > Confirm

Self Portal/Email Password Reset.

Step 3 of 3 : Fill in TAC Serial and TAC No and Confirm

Portal/Email ID

(without @iium.edu.my)

TAC Serial No

TAC No

TAC sent to 0196074770 and emailed to **azizah@live.iium.edu.my**. Please key in the Serial No and TAC no received.

Step 7: Password successfully updated

Self Portal/Email Password Reset.

Step 3 of 3 : Fill in TAC Serial and TAC No and Confirm

Portal/Email ID

azizah

(without @iium.edu.my)

TAC Serial No

SK5791872

TAC No

935578

Password successfully updated. Please allow at least one(1) minute before login to your email - Modify Entry for DN

[CN=azizah,OU=GOMBAK,OU=Staff,DC=unistaff,DC=ics,DC=iium,DC=edu,DC=my]

Confirm

Reset

Revision #4

Created Fri, Sep 1, 2023 9:09 AM by FAZILAH BT. BASARUDDIN

Updated Wed, Mar 19, 2025 12:05 PM by FAZILAH BT. BASARUDDIN