How do I setup my password for Legacy Banner Self Service?

Show Me

Tell Me

1. Go to legacyssb.uncc.edu
2. Provide your name and requested information and click Next

Step 1:

Enter the following data to identify the account:

- First Name *
- Last Name *
- Date of Birth *
- Last 4 digits of SSN

Step 2:

Enter the following data to verify your identity:

- Last Known Address

3. Select your last permanent mailing address from the options provided and click Next
4. Your username will be displayed and can provide a desired password, then click **Next**

![Step 3:]

**The following legacy username has been identified:**

NormTNer1

**Choose a new password for the account:**

**Password** *

Choose a password for Banner access. The password must be at least 8 characters long, contain at least 1 uppercase character, 1 lowercase character, 1 number and 1 special character ("+/-/).

**Confirm Password** *

Confirm your password. This value must match the value entered above.

**Next**

5. You will receive a confirmation message and be able to login by clicking the **Log In** button

![Log in to Banner Self Service](image)

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**Related FAQs**

- How do I view my transcript?
- How do I gain advisor access to Banner student?
- How do I view or edit my personal (non-uncc) address or phone number in Banner?
- How do I update or add my personal (non-uncc) email address in Banner?
- How do I update or add my personal cell phone number in Banner?