How do I set up 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**

   Enter the last four digits of your social security number. If you are an international student or do not have a social security number, leave this field blank.

   Next

3. Select your last permanent mailing address from the options provided and click Next

   **Step 2:**

   Enter the following data to verify your identity:

   - **Last Known Address**
     - 578 Harbor Rd
     - 520 Groff Ct NE
     - 117 Siron Cir
     - 5809 Silver Creek Dr
     - 402 Stratfordshire Dr
     - 5016 Eagle Park Ln
     - 3105 Old House Cir
     - 5 Wembly Dr

   Please select your last permanent or mailing address on file with the University.

   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:
     - NormRiner1
   - 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)

---

**Related FAQs**

- What is Legacy Banner Self Service?
- 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?