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](image)

   - **First Name**: Enter your legal first name
   - **Last Name**: Enter your legal last name
   - **Date of Birth**: Enter your date of birth in the format mm/dd/yyyy
   - **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.

   Click **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](image)

   - **Last Known Address**: Select one of the options provided
   - *Please select your last permanent or mailing address on file with the University.*

   Click **Next**
4. Your username will be displayed and can provide a desired password, then click **Next**

![Step 3:](image)

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**

- 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?