

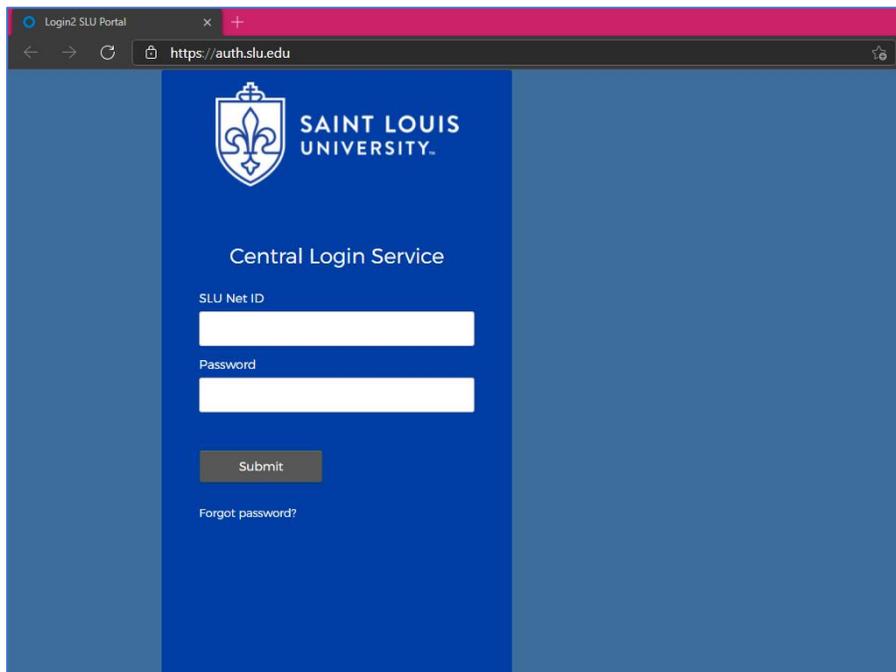
## How To Register for Okta

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Okta is the university's new security solution that handles SSO (single sign-on) password management and multi-factor authentication. This article steps through the process of registering in Okta and creating one's password.

1. Setup Multifactor Authentication and change your initial SLU Net Password by going to <https://auth.slu.edu/>.
2. Login using your SLU Net ID and SLU Net Password.
  - a. Your initial SLU Net Password is your Banner ID preceded by "Id" (The "I" is capital.) and ends with "pa\$s\$".
  - b. Example: Your Banner ID is 001234567 then your initial SLU NET Password is Id001234567pa\$s\$ .

**Note:** You are required to change your SLU Net Password before accessing SLU systems.



Login2 SLU Portal x +

https://auth.slu.edu

SAINT LOUIS  
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Central Login Service

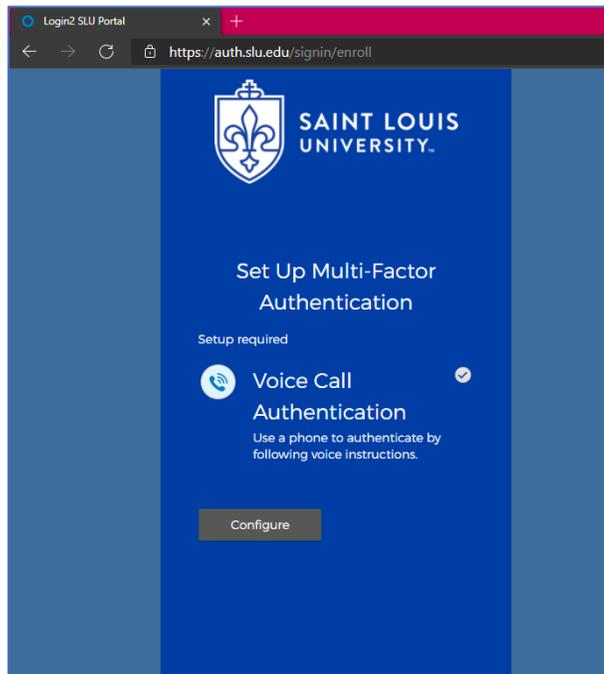
SLU Net ID

Password

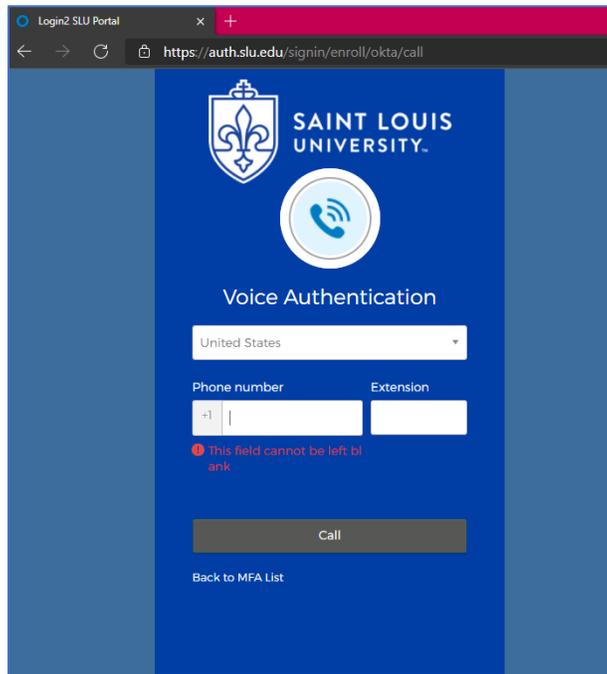
Submit

[Forgot password?](#)

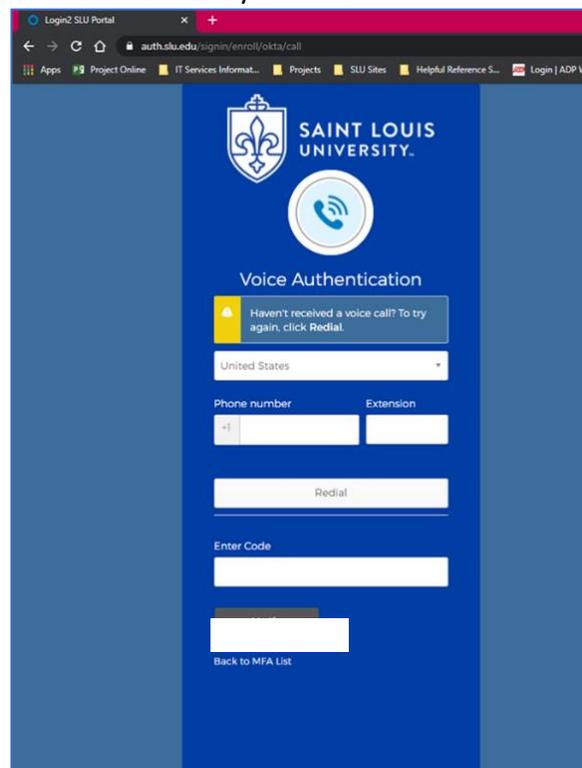
3. At the next screen, click the “Configure” button.



4. On the next screen, select the country for your phone number. Enter your phone number in the field below. Then click the “Send code” button.

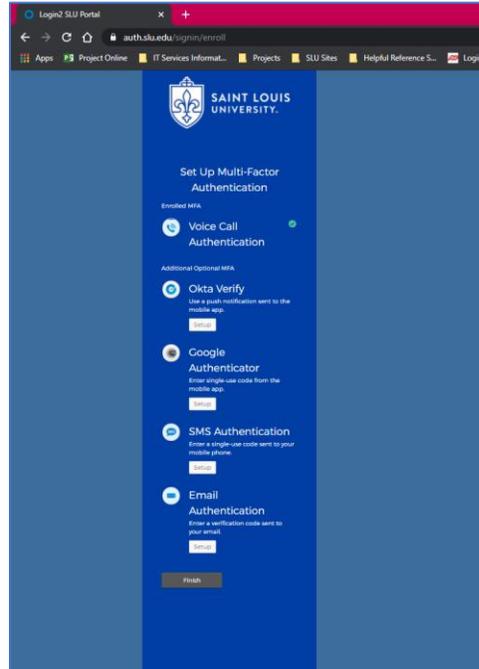


5. You will get a text to your phone with a code. Enter this into the field that has appeared on the screen. Then click the “Verify” button.



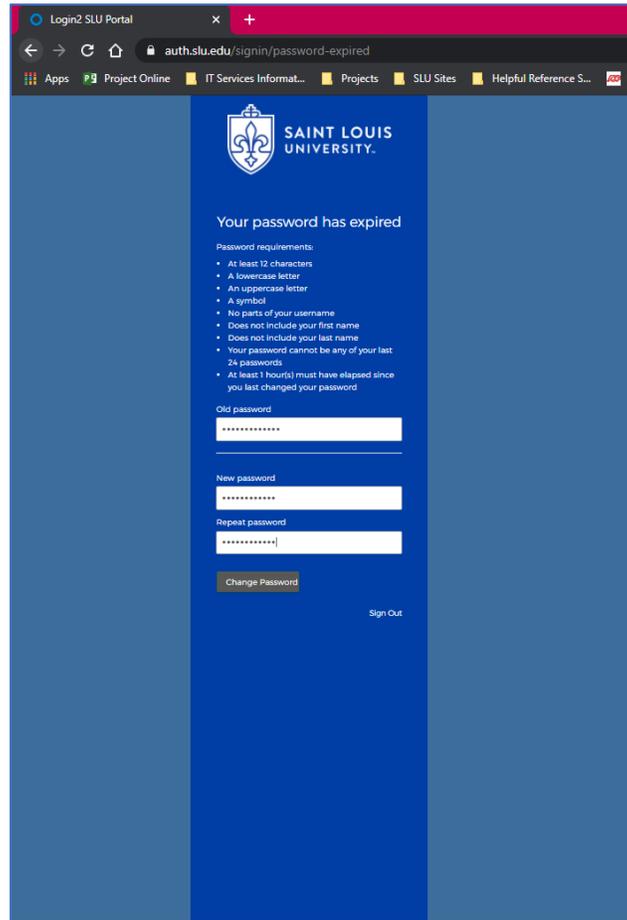


1. On the next screen, you are given additional multifactor authentication options. It is recommended that you select at least one more multifactor authentication option. If you chose another option and have problems setting up the option, For additional assistance, contact the ITS Customer Service Desk: St. Louis Campus - 314-977-4000 or [helpdesk@slu.edu](mailto:helpdesk@slu.edu) or Madrid Campus - x262 or [support-madrid@slu.edu](mailto:support-madrid@slu.edu).



- 2.

3. On the next screen you will change your initial password. Your initial SLU Net Password is your Banner ID preceded by “Id” (The “I” is capital.) and ends with “pa\$\$. Example: Your Banner ID is 001234567 then your initial SLU NET Password is Id001234567pa\$.



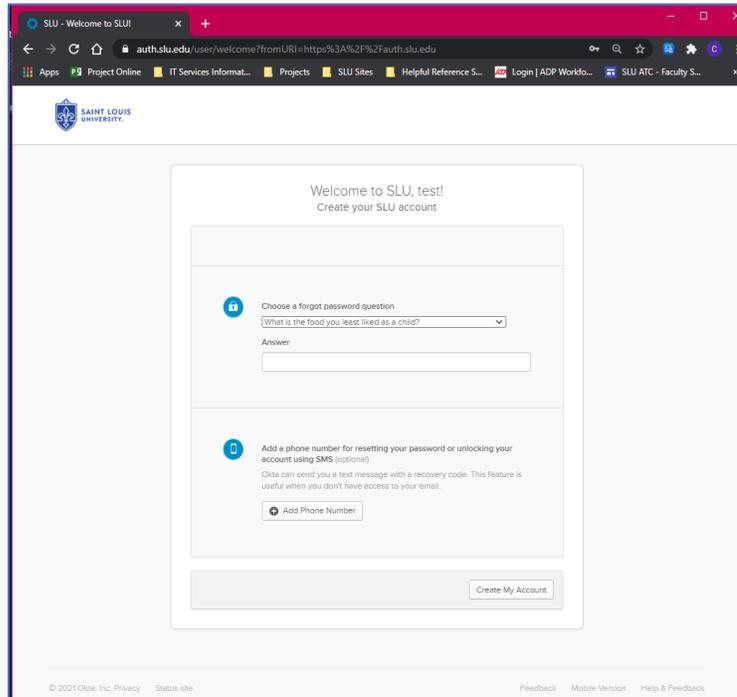
The screenshot shows a web browser window with the URL `auth.slu.edu/signin/password-expired`. The page features the Saint Louis University logo and the heading "Your password has expired". Below this, a list of password requirements is provided:

- At least 12 characters
- A lowercase letter
- An uppercase letter
- A symbol
- No parts of your username
- Does not include your first name
- Does not include your last name
- Your password cannot be any of your last 24 passwords
- At least 1 hour(s) must have elapsed since you last changed your password

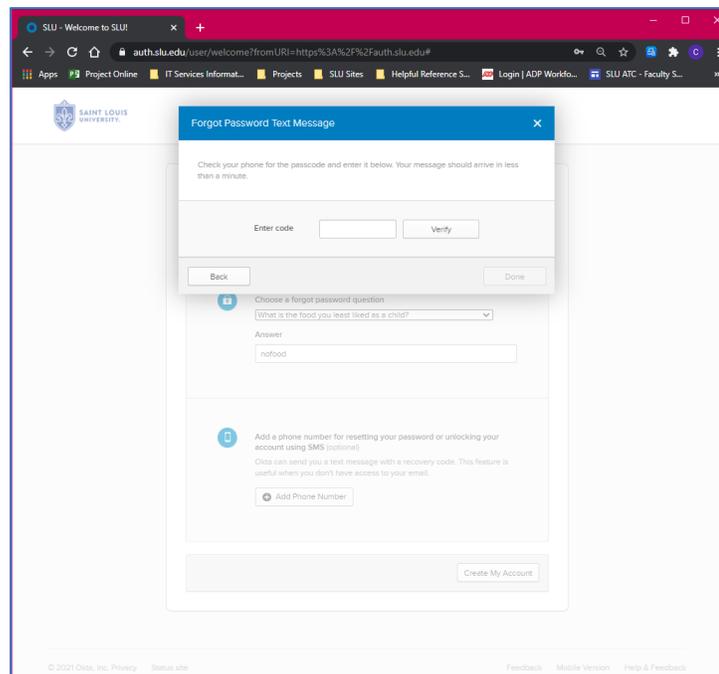
Below the requirements are three input fields: "Old password", "New password", and "Repeat password", each with a masked password field. A "Change Password" button is located below the "Repeat password" field. A "Sign Out" link is positioned at the bottom right of the form area.



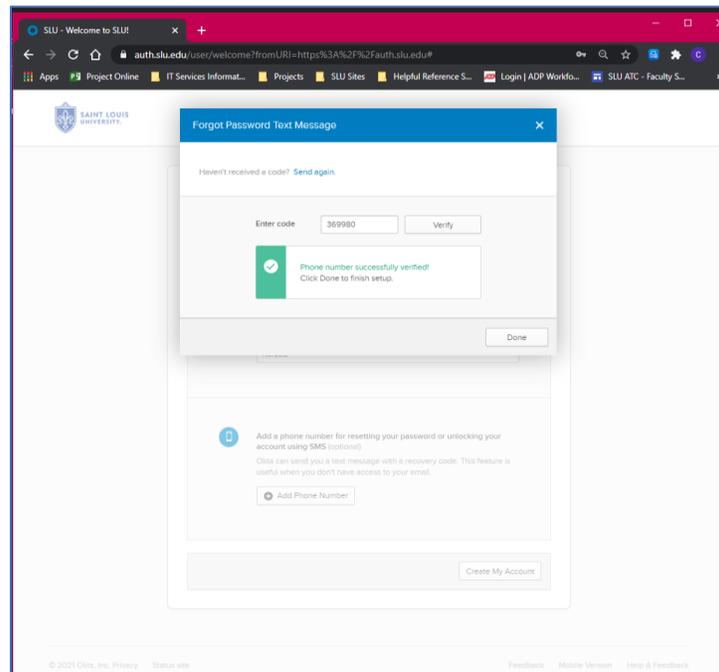
4. On the next screen you will select your password recovery question. This will be used to unlock your account and reset your password via SMS text message, if you forget your password.



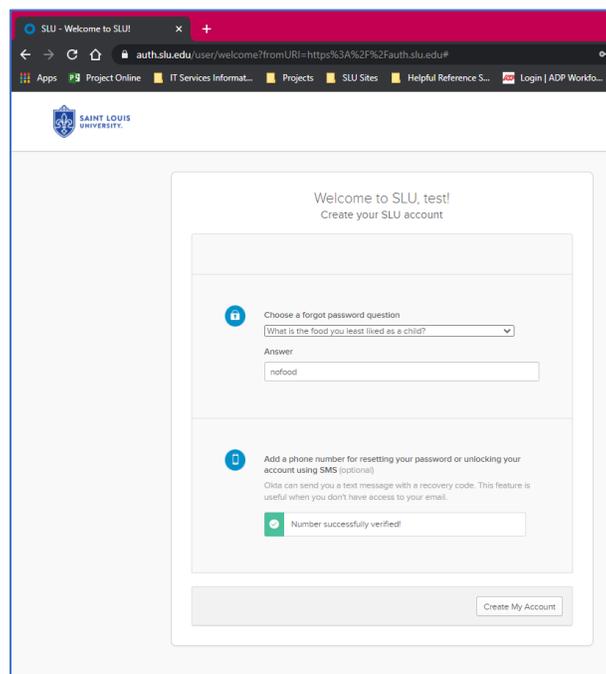
5. On after you select and provide an answer for your forgot password question, click the “Add Phone Number” button. Select your country and enter your phone number including area code (but not country code), then click the “Send Code” button. The screen below should appear. The system will send you a verification code via SMS text message to your phone. Enter in the verification code and click the “Verify” button.



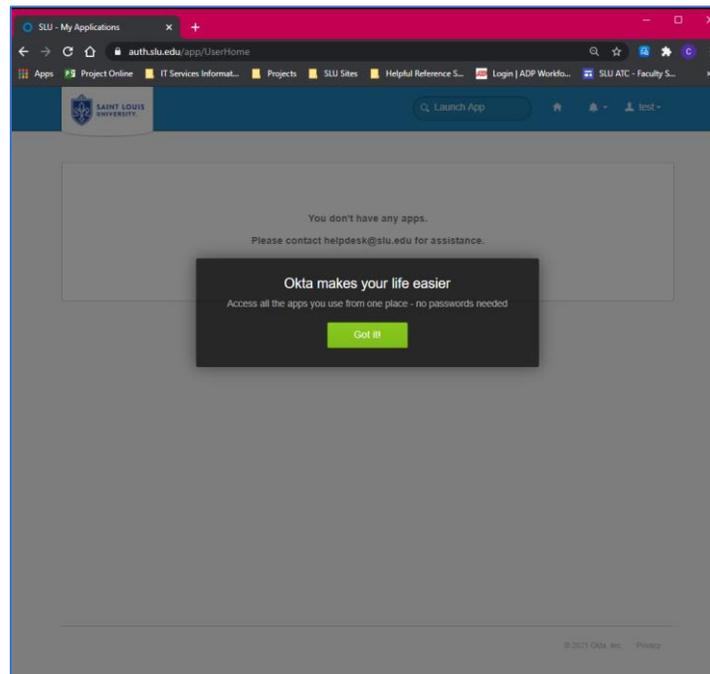
- The next screen confirms that your phone number has been successfully verified. Click “Done”, to complete the Okta setup.



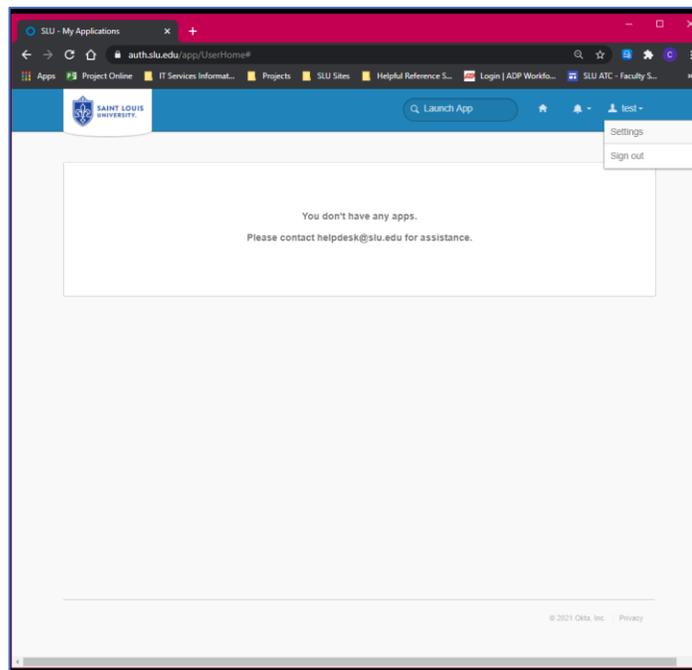
- Click the “Create Account” button.



8. The next screen will be displayed. Click the “Got it” button.



9. Click the “Sign Out”, link per the screen shot below.





10. The final step is to complete SecureAuth registration. This can be done by clicking on the following link: <https://login2.slu.edu/>. For additional assistance, contact the ITS Customer Service Desk: St. Louis Campus - 314-977-4000 or [helpdesk@slu.edu](mailto:helpdesk@slu.edu) or Madrid Campus - x262 or [support-madrid@slu.edu](mailto:support-madrid@slu.edu).