**SJU Student Login Tips**

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**MySJU**

[http://mysju.stjohns.edu](http://mysju.stjohns.edu)

**Username:** Firstname.Lastname19

- The digits are the last 2 digits of the year applied to the University.
- John Smith started in 2019:  John.Smith19

**Password:** Same as UIS PIN

- If you have not logged in to UIS for the first time, please complete the initial setup in UIS first. You will be required to change the PIN the first time you sign in.
- The PIN for UIS is linked to the password for MySJU; if the PIN is changed in UIS, the password for MySJU is also changed.
- If you have logged in to UIS before, but are having problems logging in, the password or PIN can be reset by correctly answering the security questions that were created by the student in UIS.

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*** If you are still having issues logging in, please contact the Help Desk at (718) 990-5000.***
Username: X Number (The “X” must be capitalized)

Password: Sj and the eight digits from your XID number

St. John’s Information System

You can set up a tuition payment plan safely and securely online via your UIS account. You can make an individual payment online as well or by calling 718 990 2000.

Please remember your User ID is your X ID number (including the capital “X”)

For new Freshmen or Transfers, the X ID number is located on your acceptance letter.

If this is your first time logging in, your initial PIN is Sj followed by all digits from your X ID number without the X.

If you have forgotten your pin, please type in your User Id, then click the “Forgot PIN?” button.

To protect your security and privacy, please remember to Exit and close your browser when done using UIS.

User ID: 
PIN: 
Login  Forgot PIN

RELEASE: 8.9

If you are logging in for the first time, you will be prompted to change your PIN.

- Password must be a minimum of:
  - 10 Characters long
  - At least 1 Capital letter
  - At least 1 Lowercase letter
  - At least 1 number
  - Cannot contain your name or username
  - Cannot repeat previous 5 passwords

- PLEASE NOTE: MySJU and UIS are linked. The PIN for UIS is linked to the password for MySJU; if the PIN is changed in UIS, the password for MySJU is also changed.

- If the PIN is forgotten, the password or PIN can be reset by correctly answering the security questions in UIS. Enter USER ID, and click “Forgot Pin?”

Security Answer

Please provide the correct answer to your security question and then click Submit Answer.

You will then be asked to enter a new PIN for future access.

User ID: X
Question:
Answer: 
Submit Answer  Reset

RELEASE: 8.9

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