Note: All screenshots are taken using Windows 7, 64 bit and Internet Explorer 9.

☐ Net ID

1. Go to: netid.usf.edu

![Image of NetID activation page]

2. Click **Activate your USF NetID**
   a. If you are returning (past student or employee) and forgot your Net ID, choose **Reset your USF NetID password**.

3. Fill in the required fields.
   a. Note: your “USF ID #”, also called your “U-number”, can be found below your picture on your Student ID.

![Image of NetID activation form]

4. Click **Activate NetID**
5. Provide and record any additional required information, like security questions.
   *NOTE*: Passwords and Security Questions associated with your NetID are **CASE SENSITIVE**.
6. You can use **my.usf.edu** to access email, GEMS, Blackboard and more.