



# Password to UCT Prague Computer Network

## Basic information

- All UCT Prague computer network users have assigned username and password.
- Password to the UCT Prague network needs to be changed before first use.
- Password expires after 6 months and you'll be requested to change it prior to being able to login again.

## Where to login

- University wifi
- University e-mail (Outlook) – via **mailex.vscht.cz** (remote password change can be done here)
- Student Information System – via **student.vscht.cz**

## General password requirements

1. *The password must be at least 12 characters long.*
2. *The password must contain characters from at least 3 of the following groups:*
  - i. Uppercase letters of the English Alphabet (A-Z)
  - ii. Lowercase letters of the English alphabet (a-z)
  - iii. Numbers (0-9)
  - iv. Special characters: ! @ # \$ . , + - space, etc.
3. *Choose a password that you can type on the English keyboard - diacritics (or other national alphabet characters) can cause problems when entering some systems.*
4. *The new password cannot be the same as previously used passwords.*
5. *Password cannot contain your username.*
6. *You shall keep the password secret, but it should not be listed anywhere (paper, PC, mobile phone, etc.).*
7. *The password should not be provided to a third person and should not be recorded or written on any accessory or device.*
8. *The maximum password validity period is limited for security reasons (to 6 months).*

## Password change and reset

Use the web interface to e-mail **[mailex.vscht.cz](mailto:mailex.vscht.cz)** and log in there for the first time. It will immediately ask you to change the password to your own. Password change can take a few minutes to propagate through the network (up to 15 minutes).

Remember, you need to know your original password even after the change in case of forgetting your new password.

## Lost password

First, please contact our technical support (**[helpdesk@vscht.cz](mailto:helpdesk@vscht.cz)**) and arrange a meeting.

If you have forgotten your password, you must request a password change in the Computing Center (Copy center) or at the Technical Support of the Computing Center (B18), where you must come in person. To prove your identity, you must present a school card or other identity card with your photo and date of birth. Change in another way, for example, by telephone, is impossible due to potential misuse by a third party.