

For your urgent Attention: First Year Undergraduate Students

Please note if you are registering for the first time and are born between 2000 and 2009 your Gmail password is based on your ID number.

If you are logging into the Gmail system for the first time and are experiencing login problems, note the following:

For example, if your ID number is 0017035111081 your Gmail login password will be 7035111081., which is without the leading zeros.

If you require further assistance, kindly visit the ICS ServiceDesk.

For your urgent Attention: First Year Foreign/Exchange Students

If you are logging into the Gmail system for the first time and are experiencing login problems, note the following:

Your Gmail password will be your date of birth in the format YYYYMMDD.

For example, if you are born on 28 December 1998 your password will be in the format 19981228.

If you require further assistance, kindly visit the ICS ServiceDesk.

For your further security once you have successfully logged into Gmail, change your password to a more complex password that you are only privy to.

For example, use special characters @%*, UPPERCASE letters, lowercase letters and or numerals 1,8,9 etc....