

To claim your account for the first time, please visit:

<https://myidentity.sanjac.edu/idm/user/anonProcessLaunch.jsp?id=eeaFeatureClaimAccountWF>

- The first screen that should appear will be the SJC Computer Usage Policy. To read over the policy, the student can click on the provided link. To proceed, place a check next to the provided comment that states you agree to abide by the current policy and then click on **Continue**.



Logged in as: ClaimUser LOGOUT HELP

SJC Account Claim Process

San Jacinto College Computer Usage Policy

I certify that I have read the policy on computer privileges and responsibilities and I agree to abide by this policy.

* indicates a required field

Continue Cancel

- On the next screen, you will be required to answer a few questions in order to verify identity. The information provided on this screen **MUST** match what was provided on the application. Additionally, **please ensure that you follow the correct format (i.e., date field requires MM/DD/YYYY). For example: 10/26/1989**

Click on **Continue**.



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SJC Account Claim Process

Enter your First Name, Last Name, Zip and Date of Birth to locate your record.

First Name *

Last Name *

Date Of Birth (mm/dd/yyyy) *

Postal Code *

* indicates a required field

Continue Cancel

- The next screen will allow you to answer five security questions. By answering these security questions, you will have full access to reset your password exclusively online in the event that you forget your password in the future.

Please use answers that are accurate and easy to remember and then click on **Continue**.

Logged in as: ClaimUser LOGOUT HELP

SAN JACINTO COLLEGE

SJC Account Claim Process

Welcome, Ronald Reed. Please answer at least 5 of the following authentication questions. You will be asked to supply the answers to these questions should you forget your password and wish to regain access to your accounts.

| Question | Answer |
|---|----------------------|
| What is the name of your favorite childhood friend? | <input type="text"/> |
| What was the name of your elementary/primary school? | <input type="text"/> |
| In what county were you born? | <input type="text"/> |
| What is your mother's middle name? | <input type="text"/> |
| What is the name of the high school you graduated from? | <input type="text"/> |

Continue Cancel

- Next you will be prompted to set up a password for your account. The password must be at least 8 characters long, contain at least 1 number, and contain at least 1 special character. For example: sanjac.99 Once you have chosen and entered a password, click on **Continue**.

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SJC Account Claim Process

Welcome, Reba Harvey-nelson. Enter and confirm your new password.

User ID: TG00563483

* Enter Password

* Confirm Password

Password Requirements

- Minimum Length: 8
- Minimum Alpha: 1 (e.g. a,b,c,d)
- Minimum Numeric: 1 (e.g. 1,2,3,4)
- Minimum Special: 1 (e.g. *,#,!,^)

* indicates a required field

Continue Cancel

- You should now receive a confirmation that your account has been claimed. Please note the G# displayed and test your SOS login.



Note: When you click on continue after you have claimed your account, it will direct you to the Password Self Service System page. If you log in here, the only options you will be given will be to change your password or change the answers to your authentication questions. If what you are trying to do is log into SOS or Blackboard, it is best for you to return to the San Jacinto College Website, click on mysanjac in the upper right hand corner, and then choose SOS or Blackboard.

To log into SOS or Blackboard, please type in your G# with a capital letter 'G' and the password you set up when claiming your account.

If you have any trouble along the way with this, please give us a call at 281.998.6137 and a Tech Support Analyst will be more than happy to assist you.