

# Student account activation

## Brief Introduction

The process described in this document is a prerequisite for all existing students, in order to continue to have access to the university's services such as the e-learning platform, the career office portal, student dataviews etc. At the end of the process you will maintain your current username and you will have set a new password (or keep using your existing one, provided that your existing password meets the new password security requirements).

## Starting the process

To activate your account please visit the following link: <https://uregister.ihu.gr/>. You may use the EN option (as displayed in the image below) to switch to the English language. Please continue by using the “**Activate your account now!**” button

The screenshot shows the URegister website interface. At the top left is the 'URegister' logo. At the top right, the text 'International Hellenic University - Thessaloniki' is visible, with language options 'EN' and 'GR'. The 'EN' option is circled in red, with a red arrow pointing to it from below. Below the header, the text 'Identity Management Infrastructure' and 'Account activation' is displayed. The main content area features the heading 'One account, for all your roles, in all services.' followed by two paragraphs of text. Below the text is a list of services: 'Ακαδημαϊκή ταυτότητα' and 'Υψηλές Συγγραμάτων'. At the bottom center, a red arrow points down to a button labeled 'Activate your account now!', which is also circled in red.

URegister

International Hellenic University - Thessaloniki

EN GR

Identity Management Infrastructure

Account activation

One account, for all your roles, in all services.

You can now create your network account, easily and safely, from everywhere. For your identification, you will receive a one-time token (PIN) to be sent to the contact details you have declared to your Institution. When you confirm your subscription, and set your password, your account will be ready for use.

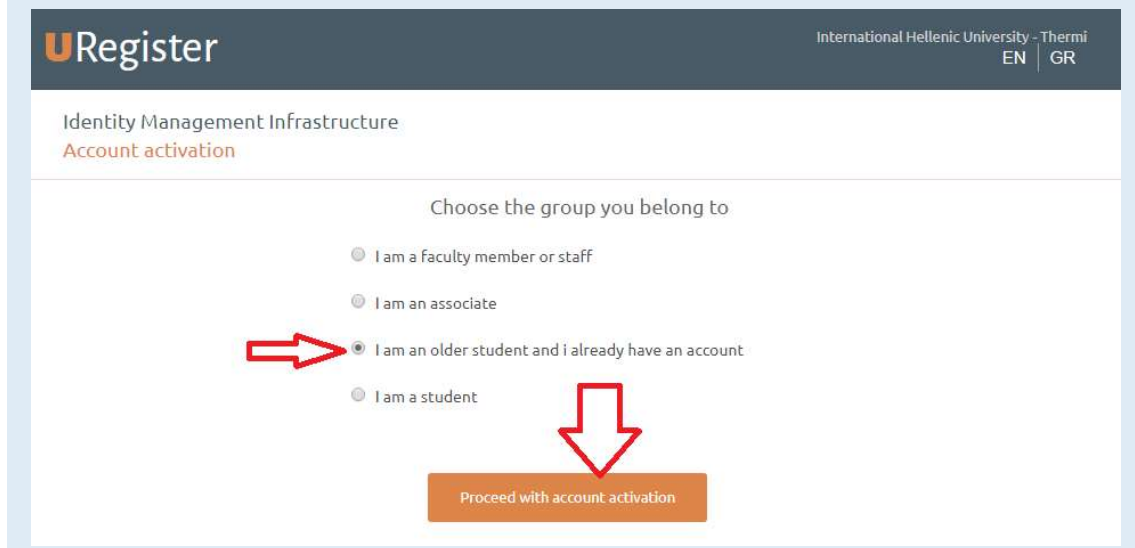
Upon completion of the account activation process, you will automatically have access to all institutional and federated applications working with the Central Authentication Service (sso.ihu.gr), for example:

- Ακαδημαϊκή ταυτότητα
- Υψηλές Συγγραμάτων

Activate your account now!

## Selecting the older student group as your group

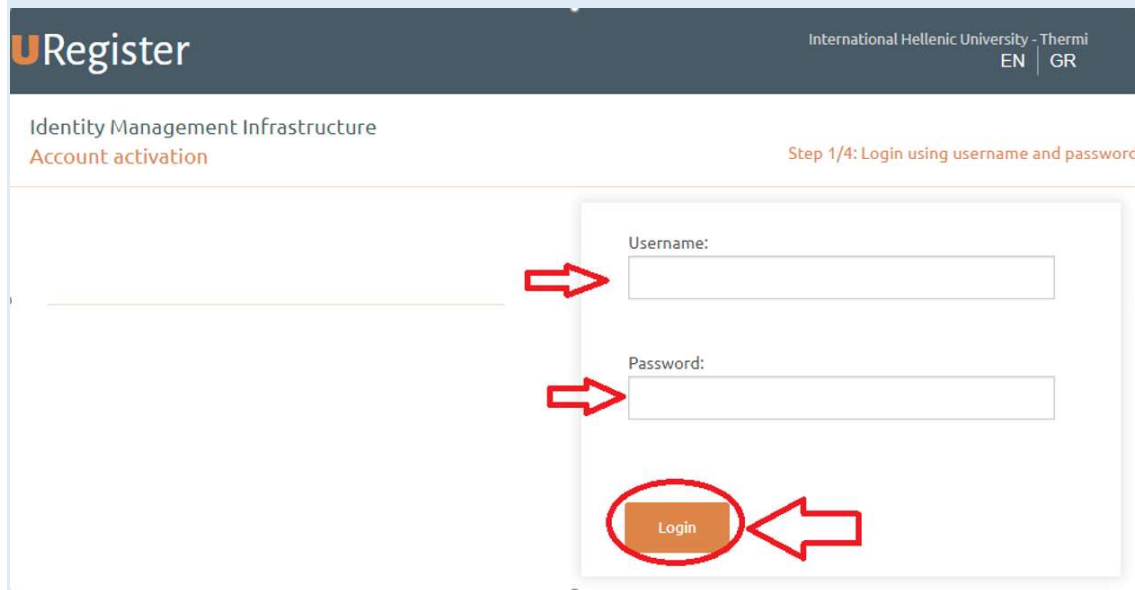
Please select the older Student group before proceeding with the activation of your account



The screenshot shows the URegister interface for account activation. At the top left is the 'URegister' logo, and at the top right is the text 'International Hellenic University - Themi' with language options 'EN' and 'GR'. Below the header, it says 'Identity Management Infrastructure' and 'Account activation'. The main heading is 'Choose the group you belong to'. There are four radio button options: 'I am a faculty member or staff', 'I am an associate', 'I am an older student and i already have an account', and 'I am a student'. A red arrow points to the 'I am an older student and i already have an account' option. Below the options is an orange button labeled 'Proceed with account activation', with another red arrow pointing to it.

## Entering the existing login credentials

Please enter your existing username and password (the ones you currently use for the university's e-learning platform, not your academic email)



The screenshot shows the URegister login page. At the top left is the 'URegister' logo, and at the top right is the text 'International Hellenic University - Themi' with language options 'EN' and 'GR'. Below the header, it says 'Identity Management Infrastructure' and 'Account activation'. On the right side, it says 'Step 1/4: Login using username and password'. The main content area contains a login form with two input fields: 'Username:' and 'Password:'. A red arrow points to the 'Username:' field, and another red arrow points to the 'Password:' field. Below the fields is an orange button labeled 'Login', which is circled in red with a red arrow pointing to it.

## Conditional step: SSN

**In case you are prompted**, please provide your Social Security Number (AMKA for Greek students), or your European Health Insurance Card Number and then click on Next to continue. In case you are not prompted, please proceed to the next step.

**URegister** International Hellenic University - Thessaloniki  
EN | GR

Identity Management Infrastructure  
Account activation Step 2/4: Entering user information

- ➔ Please enter your SSN.
- ➔ In case you do not have a greek SSN(AMKA) you can use your country's social security number, or the number of your European Health Insurance Card
- ➔ Note that your social security number will be used only for the registration process

SSN:

11 digit number, no spaces  
Find your SSN (Greek only)

[I want to use use a non-greek SSN \(or European Health Insurance Card\)](#)

## Confirming the activation

**Please check your personal information** and then click on “I agree” to continue. **In case of incorrect or missing information**, please use the “I do not agree” option. You will then see a notification message. Please read the message, close the page and proceed by contacting the course office to provide the missing details, or possible corrections to the officers. After doing so, please restart the process from the first step of this manual.

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Identity Management Infrastructure  
Account activation Step 3/4: Confirming the user's information

Greek | English

- ➔ For the account activation process, the assigned by your institution username  will be used.
- ➔ After checking that the presented information is correct, click 'I agree' to proceed with your registration, or 'I do not agree' to inform you on how you can correct your personal information.
- ➔ We will use your cell phone number and your external email address, as an additional authentication method when accessing applications that deal with sensitive information, as well as for recovering your password in case you lose it.

First Name, Last Name (username)

Postgraduate Student  
MSc in Data Science

Social Sec. Num:

Tax Id. Num:

Father's Name:

Birth Date:

Gender:

Mobile Phone:

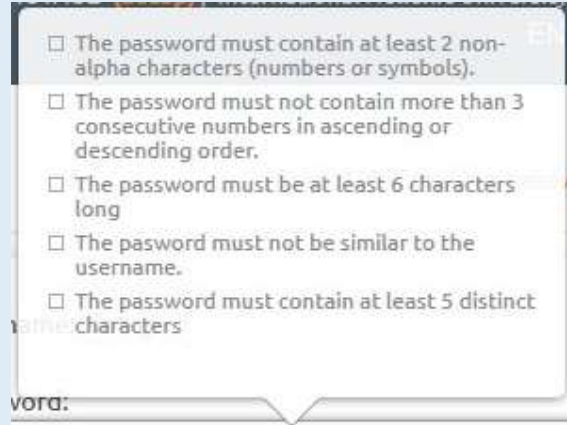
email (External):

I agree to my cell phone number being stored by the application for the purpose of recovering my password via SMS.

I agree to my external email address being stored by the application for the purpose of recovering my password via email.

## Completing the process

Please **type in a new password for your account**. Please note that your password must meet the security criteria (see image below). If the password you currently use to login to services such as the e-learning service, dataviews, the career office portal etc, fulfills the criteria, you can enter the same password.



The screenshot shows the URegister account activation page. At the top, the URegister logo is on the left, and "International Hellenic University - Thessaloniki" with language options "EN" and "GR" is on the right. The main heading is "Identity Management Infrastructure" with "Account activation" below it. On the right, it says "Step 4/4: Creating password for [username]".

On the left, there is a blue arrow icon and the text: "On this page you can activate your account by choosing a password." Below this is a yellow box titled "Suggested passwords:" containing a table of password suggestions:

673plerceto	29pachocsw
tialrckn849	85simwayan
cspo31pe64	34irlenatv
mamfibol44	speferch265

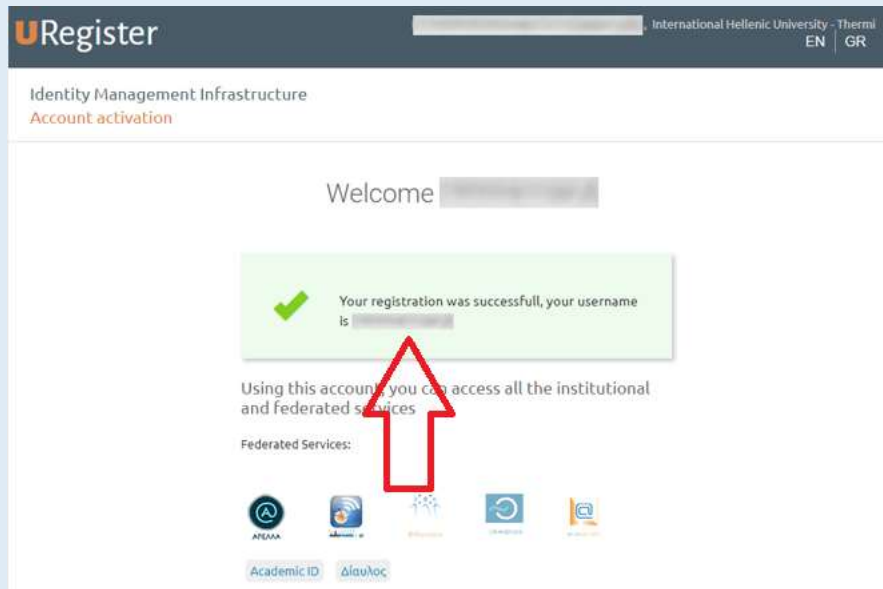
Below the table is a "Click to choose" link. To the right of the suggestions is a form with the following fields:

- \* Username: [input field]
- \* Password: [input field with a green checkmark to its right]
- \* Confirm your password: [input field]
- I agree with the [Terms of Use](#) and [Privacy Policy](#) of URegister.

At the bottom of the form is a "Register" button, which is circled in red with a red arrow pointing to it. Below the form, it says "\* mandatory fields".

## Confirmation page

The **successful completion page** is displayed at the end of the process and you are informed about **your username** (the red arrow on the image below).



In the case of any errors or problems, please contact the IT Dept ([support@ihu.edu.gr](mailto:support@ihu.edu.gr), +302310807510)

## Change/Reset Password

Finally, you can visit <https://mypassword.ihu.gr> in order to enter your personal mobile number or a secondary e-mail, so that you can change or recover your password in the case that you lose or forget it. The same address can be used for resetting your password in case you forget it.