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To: Banner User
Cc: Manager, Admin Assist
Subject: Your Banner Account has been set up

Your username is your W#. Your password is your six digit CLASS-Web pin (originally set up as your six digit DOB in the MMDDYY format).

But – you may also need to know your username and password for Banner 8. That username is "XXXXXXX" and the password is currently set to reflect the capitalized first character of your first name and the capitalized first character of your last name followed by your phone extension.

The following link provides helpful Banner 9 information and handouts - [Banner 9 Info](#). The first handout, "How to Log Into Banner 9 PROD as of July 29, 2019" will help you log into Banner.