

# NWU – Changing Passwords

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## 1 Connecting from Home

The students and staff can able to change their passwords at home in order to access university services. They should have connection to internet. These are the links they can use.

## 2 If need Password changed or password is expired, still remembers the current password

Click the link below and filling the required details:

[https://password.nwu.ac.za/manqiti/password\\_change.jsp](https://password.nwu.ac.za/manqiti/password_change.jsp)

**Password Change**

University Number *	<input type="text"/>
Current Password *	<input type="password"/>
New Password *	<input type="password"/>

Password should consist of minimum 8 characters with at least 1 lowercase letter, 1 uppercase letter, 1 digit and 1 special character.

Confirm Password *	<input type="password"/>
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Forgot your password? Please go to [Forgot Password](#)

**NOTE:**

- Your password will be the same in all systems.
- Your password expires after 3 months.
- The last 3 passwords may not be used again.
- Your initial password is either your ID number or passport number followed by @Nwu, e.g. 12345667890123@Nwu

## NWU – Changing Passwords

### 3 Forgotten the password

Click the link below and filling the required details:

[https://password.nwu.ac.za/manqiti/password\\_request.jsp](https://password.nwu.ac.za/manqiti/password_request.jsp)

#### I Forgot My Password

University Number *	<input type="text"/>
ID / Passport Number *	<input type="text"/>
Staff can only use a cellphone number.	
Cellphone Number / Email Address *	<input type="text"/>

**NOTE:**

- The identification information provided will be verified against our records.
- Staff can only use a cellphone number.
- Your password will be sent via SMS or Email, depending on the one provided.
- If you are using a NWU Email address, please provide a cellphone number since you will not be able to log into your email account.
- Your password will be the same in all systems.

### 4 Not able to update their detail through the DIY service and are struggling to change their passwords.

In case the students need to change their contact cell number and/or email on DIY, they can send an email to : [VC-Undergrad-Records@nwu.ac.za](mailto:VC-Undergrad-Records@nwu.ac.za) to explain their issue.