



**VAAAL UNIVERSITY  
OF TECHNOLOGY**

*Inspiring thought. Shaping talent.*

**IT Services**

- ☎ +27(0)16 950 9111
- ✉ it\_support@vut.ac.za

## Student Self-Service – HOW TO UPDATE PASSWORD

USE WHEN RECEIVED DEFAULT PASSWORD TO UPDATE TO PREFERRED PASSWORD OR YOUR PASSWORD HAS EXPIRED:

1. Open your Google Chrome or preferred browser
2. Type <https://sso-student.vut.ac.za/adfs/portal/updatepassword/> - in the browser and press enter



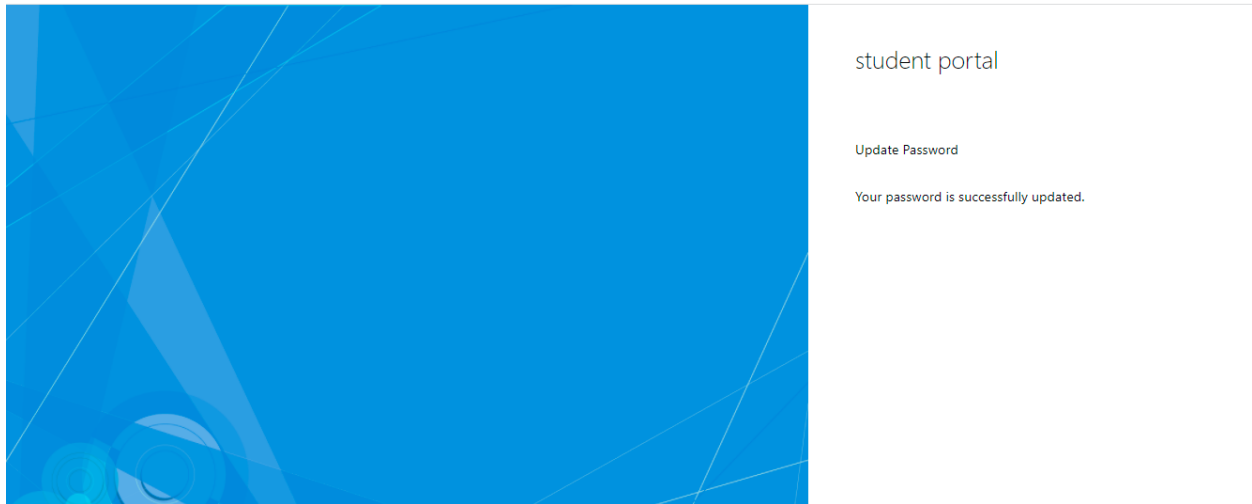
3. Type your VUT student email
4. Type your old or default password

<b><u>PASSWORD RULES</u></b>
Minimum password length must be 8 Characters.
Passwords must consist of a mix of special and alpha-numeric characters
Passwords must not be the same as the username.
Passwords may not be blank.

Passwords may not be part of history – used before in less than 6 months

5. Type New password

6. Confirm New Password



7. Click submit to complete – Your password should be updated.

**If you still cannot update password after following above steps**

Contact Help Desk

[it\\_support@vut.ac.za](mailto:it_support@vut.ac.za)

NB: 24hr turnaround time for emails.

**016 950 9111**

Operating Hours:

07:45am – 4:30pm Weekdays

Closed on Weekends

Closed on Holidays