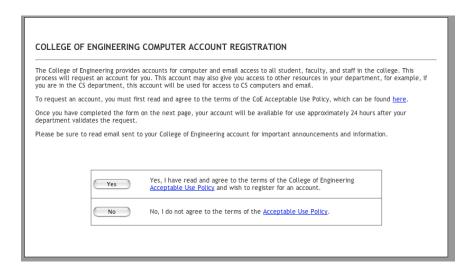
COLLEGE OF ENGINEERING COMPUTER ACCOUNT REQUEST INSTRUCTIONS

Computer accounts are available to all students in the College of Engineering, and those non-engineering students who need to have an account as part of a course. Account requests are handled on-line. Follow these steps to set-up your account:

Using any browser, go on-line to: www.engr.ucsb.edu/eci
 Click on the link: "Register for a College of Engineering computer account"



2. The following window will appear:



Read the Acceptable Use Policy linked to this page and then indicate if you have read and agree to the terms of the policy.

- 3. The College of Engineering Computer Account Request Form will then open. You will need to complete all required fields in the following sections:
 - 1. Enter your full name.

First and Last Name

2. Campus address and phone.

Not necessary for students to complete this section.

3. Indicate your College of Engineering affiliation.

Current major

For:

Chemical Engineering majors

Computer Engineering majors

Computer Science majors

Computer Science majors

Computer Science majors

Electrical Engineering majors

Mechanical Engineering majors

ME

Non-engineering majors College of Engineering
Dean's Office

4. Indicate your status. Choose *Undergraduate*.

5. Enter your perm ID number. Required for all undergraduate students. Enter the

first 6 digits of your perm number.

6. Indicate your expected date of graduation.

List June 30 of your graduation year, e.g. entering freshman list 6/30/09.

7. Enter your E-mail forwarding address.

This section is optional.

8. Choose a login name. All login names must be 3 to 8 lowercase letters or

numbers, and begin with a letter.

This is the name you will be known by on the computers, for example, if you choose "joe" your email address will be

joe@engineering.ucsb.edu

9. Choose a secret password and select a question for future retrieval of passwords.

Your password must be kept secret and it is case-sensitive;

it must contain between six and eight characters.

Please do not use the following characters: @#!?&\$\

You **must** change your password at

www.engineering.ucsb.edu/eci within seven days of activating this account or it will automatically expire.

10. Submit your form.

4. Your request is sent to your department for approval, and will be activated within 24 hours of departmental approval.

Need Help or Have Questions?

Email: help@engineering.ucsb.edu or

Contact your department: Chemical Engineering Engr. II, 3355

Computer Engineering Trailer 380 (in front of Broida)

Computer Science Engr. I, 2104

Electrical Engineering Trailer 380 (in front of Broida)

Mechanical Engineering Engr. II, 2355

Non-engineering majors: College Undergraduate Office Engr. I, 1006