USOSweb – Login and password change
User manual for student
and academic teacher

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1. Login to USOSweb

Go to the web.usos.agh.edu.pl page and click on *log in* in the upper right corner of the page (Fig. 1).

Fig. 1.

You will be redirected to the login page (Fig. 2). In the *ID* field, enter your university e-mail address, and in the *Password* field – the previously set password for the service. Then click *Sign in*.

Fig. 2.

2. Reset or set a new password

If you log in to USOSweb for the first time or need to reset your password, click *Reset password* instead.

If you chose the option of setting a new password, you will be redirected to the page where you must enter your **university** e-mail address, on which you will receive a link to reset the password (Fig. 3).

If you do not have a university e-mail account yet or do not remember the password, click on the link ***How can I get an AGH UST email account?*** and use the instructions available on the IT Help web-site.

REMARK! In matters related to university mail, please do not contact the USOS help department, but the Help-IT department: pomoc-it@agh.edu.pl
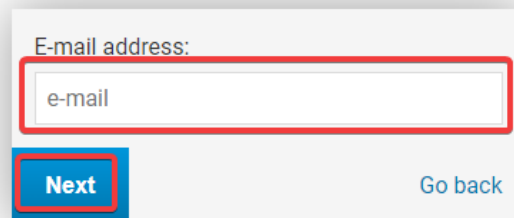
IMPORTANT! If you already have an e-mail account and an account in USOSweb, you do not need to create a new account on these services after starting the second field of study.

Fig. 3.

If the password reset is successful, the page displays the following message: ***A link to set a new password has been sent to [university_mailbox@agh.edu.pl]***.

Then, log in to the university mailbox, where a message with a link to reset the password will appear. After clicking on the link, we will be redirected to the page where you should enter your PESEL number and enter a new password twice (Fig. 4).
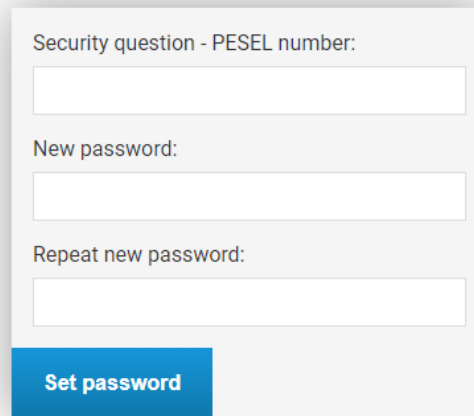
Fig. 4.

Please, follow the instructions on password strength: minimum 8 characters, uppercase and lower-case letter, and number or special character. The strength of the password should show: ***strong***.

After setting a new password, you can log in to USOSweb as described in point 1.

3. Solution for the issue: "Your account is not recognized and cannot login at this time"

3.1. Students

If you are a 3rd year student enrolled in elective subjects and after entering your address you will receive a message: ***Your account is not recognized and cannot login at this time***, this means that you have not been connected to registration and you do not have an account yet. In this case, send an e-mail to Dagmara Kobiela (dako@agh.edu.pl) with the following information:

- field of your study
- album number
- information that you have the right to register for university elective subjects but your account in USOS is not yet available (if you are not sure whether you have the opportunity to enroll, you should receive this information in your dean's office).

Remember to send such an e-mail from the student mail!

3.2. Academic teachers

In the case of academic teachers who have several university e-mail addresses, the message ***Your account is not recognized and cannot login at this time*** is usually due to the fact that to the person's account in USOSweb another university e-mail address is assigned.

If you find yourself in this situation, try using a different, university e-mail address, and if this does not help, contact pomoc-usos@agh.edu.pl.