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Notification regarding the institutional e-mail address
for students from the University of Bucharest

We are pleased to inform you that, in order to meet your communication needs, we have created institutional e-mail addresses for each of you. The institutional e-mail address certifies your belonging to the elite community of the University of Bucharest and facilitates an effective communication with both the teaching staff and the administrative staff of the UB. That's why we encourage you to use it.

The institutional e-mail address will be accessed from <https://login.microsoftonline.com>, by entering the authentication data (i.e. the institutional e-mail address and password).

For more details, please study the Authentication Guide for the institutional email address that is available at <https://unibuc.ro/student-ub/campus/facilitati-itc/>.

The institutional e-mail address is in the following form `firstname.lastname@s.unibuc.ro`.

For similar names, the institutional e-mail address is in the form of `firstname.lastnameX@s.unibuc.ro`, where X represents 1, 2, 3 ... depending on the order in which the addresses for credentials last name and first name are duplicated.

The initial password consists of the series and no. of the identity card / series and no. of the passport followed by the * symbol, without spaces.

If you fail to connect after the first two attempts, useful information about authentication can be obtained from the Secretary's Office of your Faculty.

After first access of the institutional e-mail address, the password must be changed, as specified in the above mentioned authentication guide, and kept in secret.

Responsibility for the security of the information, the authentication data and the information and communication systems, under your control, is entirely yours!

No matter how well you understand your neighbors, friends or colleagues, do not send them the password to access your account. Additionally, it is not allowed to ensure the access of another person to your login information or to try to view and infer the passwords of your colleagues during their entry.

If you forget your password or think it has become known to a third party, you can reset it, under *Self Password Reset*, by accessing the *Can't access your account?* Tab from the account authentication address, whenever required.

Detailed information regarding the protection of personal data can be found at www.unibuc.ro/protectia-data.

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Prof. univ. dr. Romița Iucu Bumbu

Vice-Rector,
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