1. Go to [https://midas.odu.edu](https://midas.odu.edu) and select **Need an account?**

2. Enter the required information, and click **Submit**.

   ![MIDAS Login Screen](image1.png)

   ![MIDAS Account Creation Screen](image2.png)

   **Note:** Your University ID Number (UIN) is sent to you when you are admitted to Old Dominion University.
3. Read about the account requirements, then click **Next**.

Accept the AUP
4. Read the entire Acceptable Usage Policy. Click **Accept**, then click **Next**.

Complete the Security Training
5. You are required to take one or more security training courses during account setup, depending on your role (faculty, staff or student). Read the training carefully, click **Accept**, then click **Next**.
Create Your Security Profile

6. The security profile allows you to reset your password if you forget it. Choose at least one option from Step 1:

- **Emailed Token**: You can choose to have a single-use token emailed to any non-ODU email address.
- **User Defined PIN**: Set a 6-digit PIN if you do not have a non-ODU email address. You will have to remember this number.

7. Choose at least one option from Step 2, then click **Next**:

- **Question and Answer**: Select two of the predefined questions and answer them. Make sure you choose questions and answers that you will be able to remember long from now.
- **Color Grid**: Set a pattern of color squares that you can remember and replicate if you forget your password.
- **Friend Assistance**: Identify three people from ODU who can confirm your identity.
Set Your Password

8. The last step in your account setup is to set your MIDAS password. The password must follow certain rules, which are listed on the screen. When all of the check boxes have turned green, click **Next**.

**Account Requirements**

Set your MIDAS Password

For verification purposes, you must enter the password twice. Because your MIDAS ID and password will be used to authenticate to several University services and systems, it is important that you create a strong password. Please refer to the rules on the right to ensure that you pick a strong password.

- **New Password**: 
- **Repeat Password**: 

**Rules verified while you type the new password**
- Minimum Digits: 1
- Minimum Uppercase Letters: 1
- Minimum Lowercase Letters: 1
- Length Range: 8-24
- Maximum Consecutive Same Character: 2
- Minimum Allowed Special Characters (! % + - _): 1
- No-Personal Information: 0

**Rules verified when you repeat the password**
- No Dictionary Words on Level: 1

**Additional Rules verified on submitting the new password**
- Number of previous passwords that cannot be reused: 7
- One password change per 24 hour period
- Character Difference To Last Password: 1

When you click **Finish**, you will be taken to your MIDAS account page.

Congratulations

Your account is now set up! You'll see your MIDAS ID displayed on the screen. When you click **Finish**, you will be taken to your MIDAS account page.