How do I get a NinerNET account?

Tell Me

1. When you get a NinerNET account depends on your relationship/role with the University.

<table>
<thead>
<tr>
<th>Role</th>
<th>When</th>
<th>How</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student</td>
<td>After acceptance</td>
<td>Admissions sends NinerNET information in Admissions packet</td>
</tr>
<tr>
<td>Faculty</td>
<td>After initial hiring paperwork is completed by hiring department and processed by Academic Affairs</td>
<td>An email notification is sent to the personal email account provided by the faculty member after the hiring paperwork has been processed and a hire date is entered into the Banner HR system. Faculty can get pre-employment access as soon as a hire date is entered into the system.</td>
</tr>
<tr>
<td>Staff</td>
<td>After Human Resources (HR) appointment paperwork is completed by hiring department and processed by HR</td>
<td>An email notification is sent to the personal email account provided by the staff member after the hiring paperwork has been processed and a job assignment is entered into the Banner HR system.</td>
</tr>
<tr>
<td>Sponsored Guest</td>
<td>After the sponsored guest request is processed</td>
<td>An email notification is sent to the personal email account of the sponsored guest once the sponsored guest request is processed.</td>
</tr>
</tbody>
</table>

2. Faculty/staff and sponsored guests receive an email notification letting you know that your NinerNet account has been established. This notification will direct you to activate your account.

3. Faculty, staff, students and sponsored guests must activate the account on the NinerNET website and set a password.

4. After the account is activated, NinerNET credentials are used to access email and other systems.

Info

Not all access is established immediately. Some systems, like card access and Library access, may be unavailable based on role or additional paperwork required at the employee's start date.

To activate and manage your account, go to https://ninernet.charlotte.edu.

Related FAQs

- How do I get a NinerNET account?
- How often does my NinerNET password expire?
- How do I add Duo when I need to reset an expired or forgotten NinerNET password?
- How do I reset an expired or forgotten NinerNET password?
- How do I look up my NinerNET username?