

How do I get a NinerNET account?

Tell Me

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

Role	When	How
Student	After acceptance	Admissions sends NinerNET information in Admissions packet
Faculty	After initial hiring paperwork is completed by hiring department and processed by Academic Affairs	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.
Staff	After Human Resources (HR) appointment paperwork is completed by hiring department and processed by HR	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.
Sponsored Guest	After the sponsored guest request is processed	An email notification is sent to the personal email account of the sponsored guest once the sponsored guest request is processed.

2. Faculty/staff and sponsored guests receive an email notification similar to this one:

From: UNC Charlotte Information Technology Services
Name: Norm Niner, NinerNET User Name: nniner49

A NinerNET (@unc.edu) account has been established for you to access University electronic resources (e.g Gmail, computer login, network drives, etc.).

To create your NinerNET password, go to pwmanager.unc.edu and click the 'Activate Account' button.

If you have any questions please call the IT Service Desk at 704-687-5500.

Thank you,

UNC Charlotte | Information Technology Services
9201 University City Blvd. | Charlotte, NC 28223
Phone: 704-687-5500
help@unc.edu | <http://itservices.unc.edu>

If you are not the intended recipient of this transmission or a person responsible for delivering it to the intended recipient, any disclosure, copying, distribution, or other use of any of the information in this transmission is strictly prohibited. If you have received this transmission in error, please notify us immediately by telephone at 704-687-5500. Thank you.

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://niner.net/charlotte.edu>.

Related FAQs

- [How do I activate my NinerNET account?](#)
- [How do I add Duo when I need to reset an expired or forgotten NinerNET password?](#)
- [When does my NinerNET account expire?](#)
- [What is a NinerNET account and why do I need it?](#)
- [How often does my NinerNET password expire?](#)