

Log in to Banner Self-Service

Your Personal Information, Student Records and Financial Aid account information are all available through the Banner Self-Service menu.

To access Banner Self-Service:

1. Click on the **My STLCC** link in the top right area of the STLCC homepage at www.stlcc.edu.



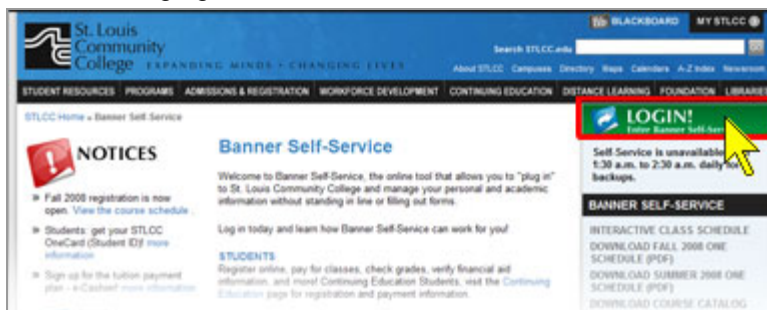
The Student Resources menu is displayed.

2. Click the **Banner Self-Service** button.



The Banner Web menu page is displayed.

3. Click on the large green **LOGIN HERE** button.

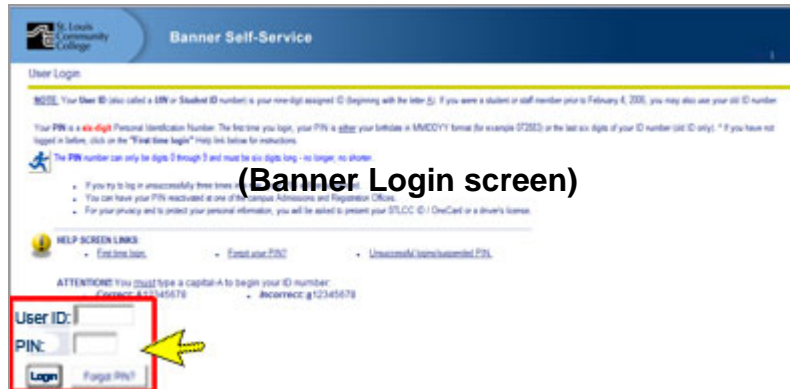


The Banner Login screen is displayed.

Your First Login

St. Louis Community College takes the security of your personal information very seriously, and requires extra measures to ensure your privacy.

1. Click in the **User ID** field and enter your Student ID number that was assigned to you when you were admitted to the College.



(Banner Login screen)

User Login

NOTE: Your User ID (also called a UN or Student ID number) is your new-ly assigned ID (beginning with the letter S). If you were a student or staff member prior to February 4, 2005, you may also use your old ID number.

Your PIN is a six-digit Personal Identification Number. The first time you login, your PIN is **your** birthdate in MMDDYY format (for example 072003) on the last six digits of your ID number (old ID only). * If you have not logged in before, click on the "First-time login" help link below for instructions.

The PIN number can only be digits 0 through 9 and must be six digits long - no longer, no shorter.

- If you try to log in unsuccessfully three times, you will be locked out for 15 minutes.
- You can have your PIN reactivated at one of our Computer Administration and Registration Offices.
- For your privacy and to protect your personal information, you will be asked to present your STCCC ID-1 OneCard or a driver's license.


HELP SCREEN LINKS

- First-time login
- Forgot your PIN?
- Unsuccessfully login/unsupported PIN

ATTENTION! You must type a capital-A to begin your ID number.
 Incorrect: A12345678 Correct: A12345678

User ID:

PIN:



NOTE: The first time that you log in to Self-Service, you will be **required to change your PIN** (Personal Identification Number).

Before your first login, your PIN is set to the month, day and year of your birth in MMDDYY format. For example: If your birthday is June 10, 1988, then your PIN would be set initially to 061088

2. Tab to the **PIN** field and enter your birth date in MMDDYY format.
3. Click the **Login** button.

The Change PIN window is displayed.

4. Enter your six digit month, day and year of birth in MMDDYY format in the **Enter Old PIN** field.
5. Tab to the **Enter New PIN** field and enter a new six digit number that you will remember.
6. Tab to the **Re-enter New PIN** field and type your new PIN again to verify it.
7. Then click on the **Change PIN** button.



Login Verification Change PIN

STOP Your PIN has expired.
Please change it now.

Re-enter Old PIN:

New PIN:

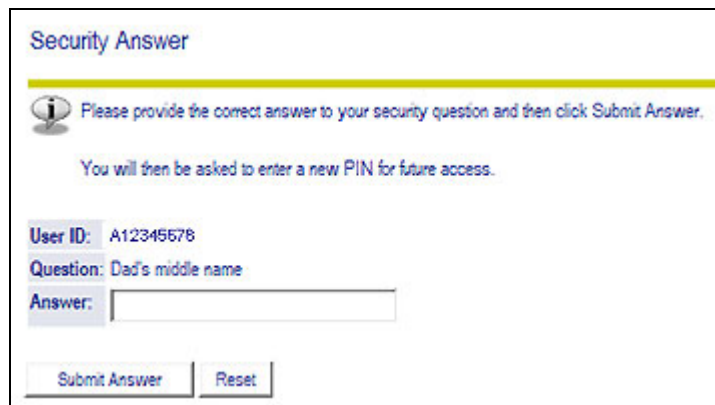
Re-enter new PIN:

Remember your new PIN.


This is the number you will use to access your student records in Banner Self-Service, until you choose to change it.

The Login Verification Security Question and Answer window is displayed for you to enter a verification question for which only you will know the answer.

8. Type a question to verify your identity in the **Enter Question** field.
9. Tab to the **Answer** field and enter the answer to the security question.
10. Then click the **Submit Answer** button.
The Banner Self-Service menu page is displayed.



Security Answer

 Please provide the correct answer to your security question and then click Submit Answer.

You will then be asked to enter a new PIN for future access.

User ID: A12345678

Question: Dad's middle name

Answer:

After Your First Login

To log in to Banner Self-Service after you have changed your PIN on your first login:

1. Go to the Banner Self-Service Login screen.

2. Enter your Student ID number in the **User ID** field.
3. Enter your Personal Identification Number in the **PIN** field.
4. Click on the **Login** button to log in to BannerWeb.

If you need assistance with logging in to Banner Self-Service, contact one of the Admissions and Registration offices listed below:

Florissant Valley (314) 513-4244

Forest Park (314) 644-9127

Meramec (314) 984-7601

Wildwood (636) 422-2000