

Password Policy

Created by Webster, James D, last modified by Schmidt, Brian P on Mar 15, 2023

To face the important issue of poor password management, and to adhere to State policies, the UMES Information Technology Department has created a domain-wide password policy. This will affect the password you use for your single sign-on domain account used for computer login, e-mail, Blackboard, ImageNow and HawkWeb. The following information is provided to help understand the password policy so everyone can make a seamless transition.

The effects of poor password management on security and financial health are well documented. Attackers often gain access to sensitive data through weak or stolen passwords. Additionally, attackers can use accounts to launch sophisticated and dangerous intrusions into an organization's IT systems. Also at stake when not practicing good password techniques is your personal identity and welfare, such as access to your bank account website.

The Password Policy

Item	Requirement	Note
Character length	12 characters minimum	Passwords will require a mandatory minimum length of 12 characters.
Age	120 days maximum	Passwords will be required to be changed to a different password every 120 days we recommend you change your password before you leave the campus for an
Age	2 days minimum	A password that is changed must be kept for a minimum of 48 hours. This means it again for 2 days.
History	10 unique passwords	There are also rules set to how often you must make your password unique. You you had the past 10 times.
Lockout	4 times in 16 minutes	If you incorrectly enter your password more than 4 times in 16 minutes your account is to wait 10 minutes, or to contact one of our IT professionals at the 8 digit UMES ID Number to have an account unlocked.
Complexity		<ul style="list-style-type: none">• Password should not be a simple word (e.g. password, welcome, hello)• Password can't include three or more characters from the username• Password contains characters from at least three of these categories:• English uppercase letters (A – Z)

		<ul style="list-style-type: none">• English lowercase letters (a – z)• Base 10 digits (0 - 9)• Non-alphanumeric (for example: !, \$, #, or %)
--	--	---

Forgotten Passwords

To retrieve a forgotten password, click 'Forgot Password' at <https://my.umes.edu>.