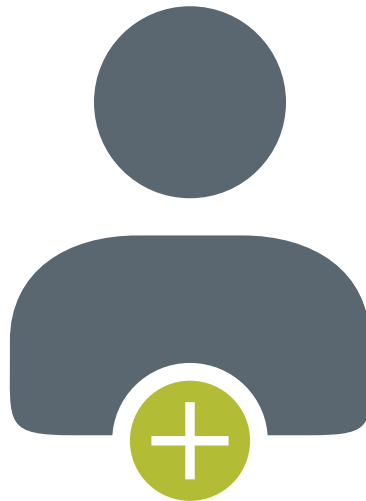


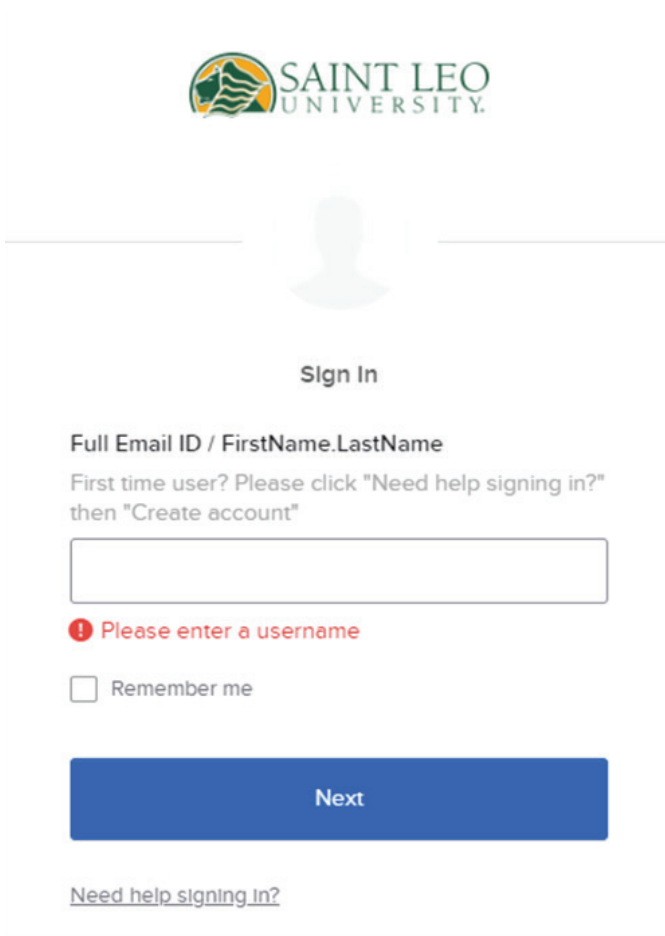
# NEW ACCOUNT SETUP OKTA




Setup



# New Account Setup

A screenshot of the Saint Leo University login page. At the top is the university logo. Below it is a gray silhouette of a person's head and shoulders. Underneath the silhouette is the text "Sign In". Below that is the label "Full Email ID / FirstName.LastName". A line of gray text asks: "First time user? Please click 'Need help signing in?' then 'Create account'". Below this is a white text input field. Under the input field is a red error message: "Please enter a username". Below the error message is a checkbox labeled "Remember me". At the bottom of the form is a blue button with the text "Next". Below the button is a link: "Need help signing in?".



Sign In

Full Email ID / FirstName.LastName

First time user? Please click "Need help signing in?" then "Create account"

 Please enter a username

Remember me

Next

[Need help signing in?](#)

## Claiming your account

1. Go to <https://saintleo.okta.com/login/login.htm>
2. Read gray text : First time user? Please click "Need help signing in?" then "Create account."
3. Click "Need help signing in?"



# New Account Setup



Sign In

Full Email ID / FirstName.LastName

First time user? Please click "Need help signing in?" then "Create account"

 Please enter a username

Remember me

Next

[Need help signing in?](#)

[Forgot password?](#)

[Unlock account?](#)

[Create account](#)

[Help](#)

4. Click "Create account"



# New Account Setup



Attention: If your name contains an apostrophe (ex. D'Agostino), please use the full name including the apostrophe in the last name field when verifying your information. If your information doesn't verify, then try without the apostrophe.

If you have any issues, please contact UTS Helpdesk at (352) 588-8888 or [helpdesk@saintleo.edu](mailto:helpdesk@saintleo.edu).

<b>Last Name</b>	<input type="text" value="Last Name"/>
<b>Date of Birth</b>	<input type="text" value="Select..."/> <input type="text" value="Select..."/>
<b>SLU ID</b>	<input type="text" value="SLU ID"/>
<b>AND</b>	
<b>Last 4 of SSN OR SLU Provided PIN #</b>	<input type="text" value="SSN"/>
	<input type="button" value="Submit"/> <input type="button" value="Clear"/>

Saint Leo University  
33701 State Road 52 Saint Leo, FL 33574-6665  
Call (800) 334-5532  
Campus Switchboard (352) 588-8200

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6. Sign in through Okta to complete creating your account.

**\*\* Reminder, during your initial account creation please set up your multifactor with as many authentication options as possible. \*\***