

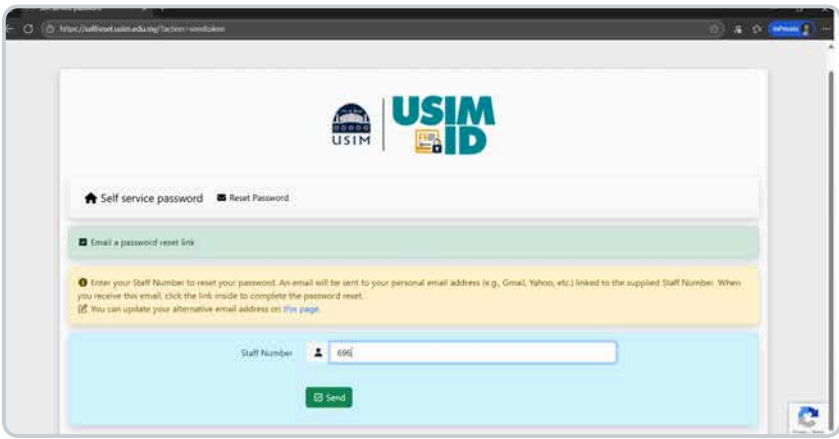
User Manual for USIMID Self Password Reset Process

USIM ID

A single account with one login to access application systems, email, and various ICT services

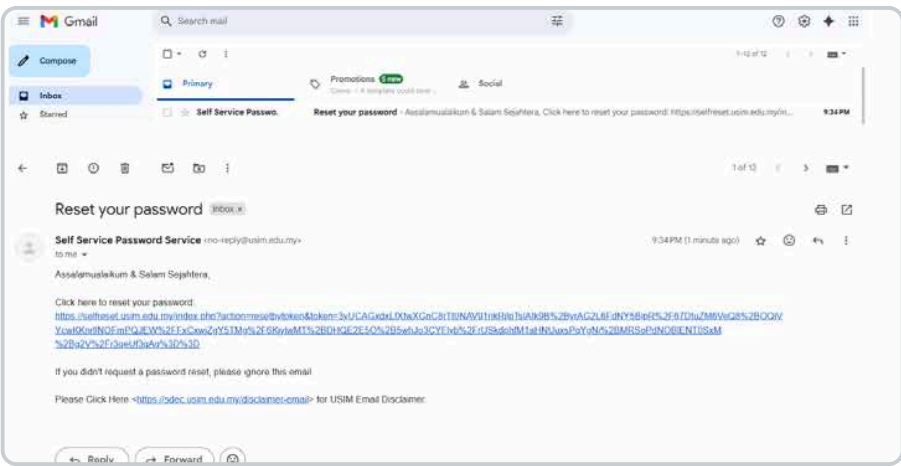
1 Reset Password

- Visit <https://selfreset.usim.edu.my/?action=sendtoken> (Staff) OR <https://selfreset-raudah.usim.edu.my/?action=sendtoken> (Students)
- The self-service password screen will be displayed.
- Enter your Staff Number / Matric Number and click the Send button.
- A password reset link will be sent to your verified personal email.



2 Check Personal Email

Log in to your personal email and check for the reset link.



3 Set New Password

- Enter a new password with a minimum of **eight (8) characters** containing uppercase letters, lowercase letters, and numbers.
- Next, re-enter the new password for verification purposes.



Your password must conform to the following constraints:

- Minimum length: 8
- Minimum number of uppercase characters: 1
- Minimum number of digits: 1
- Minimum number of special characters: 1
- Your new password may not be the **same as your login**
- Your new password may not be published on any previous public password leak from any site

4 Self Password Reset Process Completed



Applications such as  Email,  Google Workspace (GWS),  GOALS, and  Microsoft 365 (M365) are also integrated with USIM ID and require the use of the new password.

For further information and guidelines related to USIM ID, please visit:

<https://sdec.usim.edu.my/usimid>

For any issues, contact **06-798 6607/6605/6085/6046/6045/6042**