Go to: https://apps.its.fsu.edu/FSUIDRegistration/FSUIDRegistration.html?sponsor=CIES. Enter your information.

Enter your personal email address 2 times. You must be able to read email at this account.

Check here if you do not have a U.S. Social Security Number.

Click Continue when complete.
Review your information and click “Yes, this is correct.”

FSUID Registration Summary

First Name: George
Middle Name: Smith
Last Name: Jr
Country: CRI
County: Out of State/County
Email Address: gsmith@mymail.com
Date of Birth: July 19, 1990
Gender: Male
Social Security Number: No Social Security Number.
Citizenship: Costa Rica

No, need to make an edit   Yes, this is correct

Review your information and click here to continue

The confirmation message will tell you to check your email:

FSUID Registration Complete

Congratulations! You have completed the first step and created your account.

Your EMPLID is 700001295

You will receive an email to continue the activation of your FSUID which will become the login for your account. Please be sure to check your junk mail if you do not receive your email in a few minutes.

If you have questions or need assistance, please contact the ITS Service Desk at 850-644-HELP
Look for this email from **Florida State University** <noreply@fsu.edu>. If you do not see the email in your Inbox, look in your Junk Mail folder for it.

The email contains your EMPLID and your temporary student ID number.

**Florida State University** <noreply@fsu.edu>
To: gsmith@mymail.com

Dear George Smith,

Thank you for registering for your FSUID. You have completed the first step and created a student record. Your EMPLID is 70000129E.

(Your FSU-assigned temporary student ID number is 999820362. Please remember this number. You will use this number when activating and managing your FSUID account. When asked for the last 5 digits of your SSN in activation, please use the last 5 digits of this number.)

For the second step, follow the link to activate your FSUID: [CIES FSUID Activation](#)

**Instruction:**
1. Follow the link to the activation application.
2. Fill in the requested information.
3. Create a password.

Reply Reply to All Forward More

Click on the link in the email and fill out the required information to activate your FSUID.

Your EMPLID. It is important that you record this number in a safe place.

**FSUID Activation**

Please activate your FSUID by verifying your personal information and create a password.

*All fields are required.*

**EMPLID:** 70000129E
**First Name:** George
**Last Name:** Smith
**Last 6 digits of SSN:** 20362
**Date of Birth:** 19 07 1990

*If you are an international student use the last 5 digits of your FSUID generated student number, international employees use the last 5 digits of your assigned temporary SSN. If you are a FAMU student use the last 5 digits of your FAMU student number.*

Submit
Read and Accept the University policies.

Create a password. The password must meet all of the listed requirements. **Write down your password so you don’t forget it!**
A confirmation page will show with your FSUID. Write down your FSUID and password.

Congratulations! You have successfully activated your FSUID: gs17f

Please remember your FSUID and password. You will use them to log on to authorized FSU systems.

<table>
<thead>
<tr>
<th>Account Type</th>
<th>User ID</th>
<th>Password Setup Result</th>
</tr>
</thead>
<tbody>
<tr>
<td>FSUID</td>
<td>gs17f</td>
<td>Successful reset of password.</td>
</tr>
<tr>
<td>Windows Live ID (myFSU)</td>
<td><a href="mailto:gs17f@my.fsu.edu">gs17f@my.fsu.edu</a></td>
<td>Successful scheduling of password change</td>
</tr>
</tbody>
</table>

After resetting your FSUID password, please allow up to 24 hours for all FSU systems to fully update your password.

If you have questions or need assistance, please contact the ITS Service Desk at 850-644-HELP.