



EXCELLENCE WITH CARING

# FLORIDA A&M UNIVERSITY

## INFORMATION TECHNOLOGY SERVICES (ITS)

### ITS Password Standard

- Passwords to University accounts and devices must be kept confidential
- To preserve account integrity, the owner of the account should be the only person with knowledge of the password
- No user is required to share a University account password with another individual; including but not limited to managers, co-workers, or technical staff.
- Passwords that have been or suspected to have been compromised must be changed. In the event a user suspects their password is compromised they must immediately notify ITS.

#### General Account Password Standards

- Passwords must be at least **8** and no more than 16 characters in length.
- Passwords must contain **at least** one uppercase letter.
- Passwords must contain **at least** one lowercase letter.
- Passwords must contain **at least** one special character (such as # @ \$ & among others).
- Passwords may not begin or end with the space character.
- Passwords may not contain more than two consecutive identical characters.
- Passwords may not be (or be a variation of) a dictionary word in English or many other languages. This includes making simple substitutions of digits or punctuation that resemble alphabetic characters (such as replacing the letter S in a common word with the \$ symbol).
- You may not reuse a password you have already used.

#### Privileged Account Password Standards

- Passwords must be at least **10** characters in length.
- Passwords must contain **at least** one uppercase letter.
- Passwords must contain **at least** one lowercase letter.
- Passwords must contain **at least** one special character (such as # @ \$ & among others).
- Passwords may not begin or end with the space character.
- Passwords may not contain more than two consecutive identical characters.
- Passwords may not be (or be a variation of) a dictionary word in English or many other languages. This includes making simple substitutions of digits or punctuation that resemble alphabetic characters (such as replacing the letter S in a common word with the \$ symbol).
- You may not reuse a password you have already used.
- Passwords must be changed every 180 days.
- General account password standards may be used in conjunction with a multi-factor authentication technology.

Ronald E. Henry, II. Associate Vice President / Chief Information Officer

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