ECU PirateID Passphrase Reset Request Form

Please fax this completed form along with a photocopy of a valid photo ID to verify your identity. We will contact you via email or phone with your default passphrase. Please fax to: 252-737-1715.

1) PirateID: _______________________
2) Last Name: _______________________ First Name: _______________________ MI: ___
3) Phone Number: _______ - _______ - _______
4) Alternate (Non-ECU) Email Address: ____________________________________________
5) Please Check All that Apply: ___ Reset my Passphrase
                                           ___ Reset my Security Questions

I hereby authorize the reset of my PirateID passphrase to the default passphrase:
____________________________________ / __________________ (Signature/Date)

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Photo ID Requirements:

Valid Photo IDs:
University ID Card (ECU 1 Card)
Driver's License
Passport
Any Government Issued Photo ID

*Requests not accompanied by a valid photo ID or are difficult to read may cause delays and may not be processed. It is recommended that you black out all information except your name and picture.

Submit In Person

If you are on or near campus, this form may be submitted in person at one of the following locations. You will still need to bring a valid photo ID to verify your identity.

East Campus:
Walk-In IT Help Desk: Austin Building Room 103 (Mon – Fri, 9 AM – 6 PM)
Austin Computer Lab: Austin Building Room 104 (8 AM Sun – 8 PM Fri (24 hrs), Sat 8 AM – 8 PM)

West Campus:
ACE Computer Support Center: Laupus Library Room 3536 (Mon – Fri, 8 AM – 5 PM)

*Please note: Passphrase reset requests submitted before 12:00 noon will be completed no later than 5:00 PM the same business day. Requests submitted after 12:00 noon will be completed no later than 12:00 noon the following business day. ITCS staff will make every effort to reset your passphrase as soon as possible.

**This form is available online at http://pirateid.ecu.edu.