

# The University of Texas at El Paso

## Banner Password Standard

All passwords, including initial passwords, must be constructed and implemented according to the following rules:

- Your password must be between 8 and 20 characters in length
- Administrators must have a password a minimum length of 17 characters
- You may not reuse any of your last 4 password
- Your password must contain letters (both upper and lowercase), numbers and special characters. The special characters that are permitted are ! " # \$ % & ( ) ` \* + , - / : ; < = > ? \_
- Your password cannot contain any words found in our dictionary or common proper nouns of four letters or longer. In addition, common letter transpositions are not allowed (for example @ for a, ! for i, or zero for O).
- Your password cannot contain your first or last name.
- Your password cannot contain your birthday in any form.
- Your password cannot contain your Social Security Number.
- Accounts will be automatically locked for 30 minutes after 6 failed logon attempts
- Accounts will be automatically logged off after 30 minutes of inactivity

All users must reset their password every 180 days (6 months). Administrators must reset their passwords every 120 days.

System accounts are exempt from this standard and will have to be manually reset on an ad hoc basis or if the account may have been compromised.

This standard is governed by The University of Texas at El Paso's (UTEP) Information Security Policies. Failure to comply with this standard is a violation of UTEP's information security policies.

Please refer to UTEP's Information Security Policies for additional requirements.

### **Dates Approved or Amended**

July 6, 2012 – Effective Date

June 10, 2013 - Amended

### **Approved By**

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