



## Account Reclaiming

Step 1 –Go to <https://myaccount.sc.edu>.

### Manage User Account

**[Update Account Settings »](#)**  
Update your account settings if you have already claimed your account. Users may update their email preferences, emergency notification information, account security questions, multi-factor authentication, and account password.

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**[Forgot Password »](#)**  
Reset your password if you have already claimed your account.

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**[Forgot IDs »](#)**  
Retrieve your university IDs.

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**[Account Claiming »](#)**  
Set up your new student UofSC account. Your VIP ID is required.

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**[Account Reclaiming »](#)**  
Please reclaim your account when you have attempted to access your account by using the [Forgot Password](#) and/or [Forgot IDs](#) tools and you are still unable to authenticate. Your VIP ID or Network Username is required.

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[Need Further Assistance?](#) [Knowledge Base](#)

Click on Account Reclaiming.

Step 2 – Provide the requested information.

### Reclaim Account

Network Username or VIP ID: \*

Legal Last Name: \*

Date of Birth: \*

Month  Day  Year

Last 4 of SSN or Last 4 of USC ID ([Forgot IDs?](#)): \*

Captcha: \*

I'm not a robot  reCAPTCHA  
Privacy - Terms

If you are unable to authenticate yourself on this page, please contact the [Service Desk](#) with a ticket or by calling 803-777-1800.

Step 3 – Check the personal email account your USC account is tied to for instructions on completing the reclaiming process.

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### Reclaim Account

Account reclaim is almost complete.

An email has been sent to your Preferred Personal Email Address @gmail.com with instructions for you to complete reclaiming your account.

If you cannot access your Preferred Personal Email Address, please contact the [Service Desk](#) with a ticket or by calling 803-777-1800.

Return to the [Account Management System](#)