Process for Requesting a VCU eID

Privileges to use VCU libraries and VCU School of Pharmacy (SOP) Resources are granted to officially appointed affiliate faculty preceptors who continue to offer availability to precept VCU SOP students and who obtain a VCU eID and password. A VCU eID is your identifier to authenticate your use of these VCU resources.

To obtain a VCU eID and password:

- Complete the information on the Personal Data Form and fax it to the Office of Experiential Education (OEE) at 804-828-7436 or scan and email it to OEE@vcu.edu. You must provide your SSN and date of birth to gain access to the VCU Library Resources.
- Upon receipt of the completed Personal Data Form, OEE will forward the request to the Business Office for processing, where a VCU ID number, called a “V-Number,” will be generated for you. When the process is complete OEE will send you an email message providing your V-Number and log-in instructions.
- When you have received your V-Number, go to the VCU Technology Services eID finder webpage: go.vcu.edu/eidfinder
  1. Enter your V-Number (Banner ID) and birth date (disregard the request for the last 10 digits of your VCUCard Number) and click “Find.”
  2. Once you have received your “VCU eID” you will be prompted to create a password and challenge question(s).
  3. If you experience any problems with this process, including the password retrieval process, contact the VCU Technology Services Help Desk via email at help@vcu.edu or phone 804-828-2227.

If you have any questions about this process, please contact OEE via email at OEE@vcu.edu or phone 804-828-3005.