How to log into the Student Record for the very first time

1. Go to the [student record website](#)
2. Enter your student number in the student number field. (Student number can be found on official emails sent from viu)
3. In the password field type in your birthdate in the YYMMDD format, so for example we would type in 040501 for May 1st, 2004.
4. Then click log in using Student Number

5. Once logged in you will be asked to create a new password
6. In the current password field enter your birthdate in the YYMMDD format the same as before
7. Now create a secure new password, make sure to write it down or save it in a password manager
8. You will also have to set up a security question and answer
9. Once complete, click on "Submit" to save your new password and security question