

INSTRUCTIONS FOR OBTAINING YOUR CREDENTIALS

As a previous step to applying for admission to UV Doctoral Programs, IT IS NECESSARY TO OBTAIN YOUR CREDENTIALS (username and password), for this purpose you must follow the link:

<https://webges.uv.es/uvCredencialesWeb/#/credencialesProvisionales/en>

➤ STEP 1 OF 4: Authorisation to use contact details

You authorise the use and storage of your data, click on **I authorise**

Obtaining temporary credentials to access the UV

Step 1 of 4: Authorisation to use contact details

You have accessed this screen to obtain the credentials (username and password) with which you can request admission to a course offered by the University of Valencia.

The credentials you will obtain in this process will allow you to apply for admission and, if you are finally admitted, use them to enrol and access the rest of the services related to your enrolment.

To do so, you must authorise us to use and store the e-mail address you provided in your application for admission.

This data will be used to confirm your identity and will be stored by us so that you can access and manage your password in the future, in case of loss, change or use of the two-factor authentication access to the services.

I authorise the UV to use my email to obtain and manage my credentials.

I authorise

I do not authorise

➤ STEP 2 OF 4: Identification: fill in the requested data.

Type of document: Choose your identification document (PASSPORT, NIE, ...)

Name and Surname

Type of admission: select Admission to Doctorate

E-mail: MAKE SURE IT IS WRITTEN CORRECTLY.

Captcha Code: Copy the uppercase letters in the image on the left identically and click on **Validate**.

Step 2 of 4: Identification

Enter the following information to start the process:

Document type *	Document (15 characters max) *	Type of admission *
Pasaporte	PROOF1234	Master Admission
Name *	First Surname *	Second Surname
MIGUEL	CERVANTES	SAAVEDRA
E-mail address *		
cervantes_miguel@gmail.com		



Captcha code *

ALIWATBY

Validate

➤ **STEP 3 OF 4: Verification**

You will receive a verification code in the email address you have indicated.



noreply@uv.es

Per a: cervantes_migue@gmail.com >

Obtaining credentials

We inform you that we have received your request for access to the services of the University of Valencia.

To ensure your security and protect your personal information, you are required to validate your identity before you can access our services.

Enter the following code in the corresponding field on the web page where you are prompted: 681163

Welcome to the University of Valencia.

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Universitat de València

CONFIDENTIALITY CLAUSE

<http://links.uv.es/E0GKasq>

If you have received this message and have not applied for admission to UV, please ignore it.

Enter the code received in the code box (If, after a few minutes, you have not received the code you can click on Resend code).

Once you have entered the code, click on **Obtain credentials** (the programme may take a few seconds to complete these steps)

Obtaining temporary credentials to access the UV

Step 3 of 4: Verification

A verification code has been sent by email

Enter verification code:

The code has been sent to E-MAIL: cervantes_migue@gmail.com

Code received

Obtain credentials

Remaining attempts: 3

Did not receive your verification code? Click on the button to get a new code

Resend code (maximum 3 attempts)

Remaining attempts: 3

BDUSU ACTIVO

➤ **STEP 4 OF 4: RECOVER CREDENTIAL DATA**

In this step the system has already generated the credentials, you must click on **Retrieve credentials**.

Obtaining temporary credentials to access the UV

Step 4 of 4: Recovery of credentials

The access credentials to the services of the University of Valencia have been generated CORRECTLY. The following elements have been generated

- A user ID and a password (automatic) to access the applications of the University of Valencia.



The first thing to do is to retrieve your credentials and reset your PASSWORD by clicking on the button below.

VERY IMPORTANT: You must not forget your username and password or pass them on to others. These are the data that identify you and will allow you to access the University's applications.

Welcome to the University of Valencia.

Click on the button to be redirected to the credentials recovery page

Retrieve credentials

A new window will open for you to enter your alternative email address to recover your credentials (**do not select the phone number medium**). Once indicated, click on **validate**

 VNIVERSITAT
ID VALÈNCIA | Accounts

Castellano | Valenciano

Credentials recovery

From this form you can retrieve your credentials at the UV (your user/password) in then even you have forgotten them or you never had them. To do this you had to PROVIDE US BEFORE with your contact details in order to communicate with you (SMS, alternative e-mail,...).

Please, choose the recovery media to access the password change form.

Medium:

Alternative e-mail:

I did not enter my alternative contact details

Next, you will receive the RECOVERY CODE in the indicated e-mail.

 **UV account manager**
Per a: Cervantes_M

Request

I
Dear user Miguel Cervantes,

You Just asked for a credentials recovery using the corresponding form from the account manager of the Universitat de València.

This e-mail address miguelito@hotmail.com corresponds to the one you have registered to do so, so your request has been accepted.

The following link will take you to a form on which you can define a new password:

<https://cuentas.uv.es/cgi-bin/p/ActivaCuenta?recuperacontra:en:doi:YgWaN8yH:KKK47U3FG:EMAIL:todas:>

Alternatively, you can provide the following code to the recovery form:


KKK47U3FG

These codes are valid for 60 minutes and can only be used once. After this time you will need to re-issue the recovery request.

Sincerely yours,

IT Service of the University of Valencia

and you will have to write it in the Code box and click on: Send.

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Credentials recovery - Verifying data

URL and/or recovery code sent

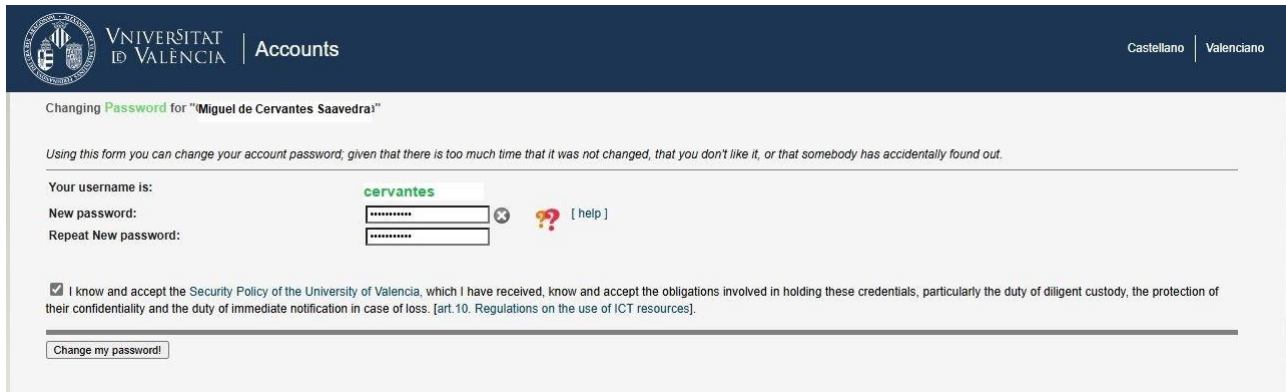
Once received, click on the URL or write down here the code:

Code:

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Terms of Service - UV Mailbox - SSO

Finally, you can see the USER ID provided to you by the University of Valencia and you can proceed to create a password by writing it in New password and in Repeat New Password (**the password must have at least 8 characters, of which at least 5 different characters**; the password cannot be a word from the dictionary and it cannot be the user of the university)



The screenshot shows the 'Accounts' section of the University of Valencia website. The header includes the university logo and the text 'VNIVERSITAT ID VALÈNCIA | Accounts'. On the right, there are links for 'Castellano' and 'Valenciano'. The main content area is titled 'Changing Password for "Miguel de Cervantes Saavedra"'. Below this, a note states: 'Using this form you can change your account password; given that there is too much time that it was not changed, that you don't like it, or that somebody has accidentally found out.' The form includes fields for 'Your username is:' (displaying 'cervantes'), 'New password:', and 'Repeat New password:'. There are icons for password strength and a '[help]' link. A checkbox is checked, indicating acceptance of the Security Policy. At the bottom, there is a 'Change my password!' button.

Please check the box *I know and accept the [Security Policy of the University of Valencia](#)* and finally, click on **Change my password.**

Then, with this username and password you have created, you will be able to apply for admission to Master's Degrees.

If you have any technical problems when sending your application, please contact through [TiquetingUV-Incidents pre-enrolment](#)