# **Form 5**

# **Activating your TLV Email Account**

You will be receiving a TAU email account. On the day of your first payment of the scholarship you will get an email stating your address, then you can activate your account according to the following rules:

1. Please go to the [University's Initialization of Computer Code Page](https://tools.tau.ac.il/newuser/).

You would be asked to identify yourself and enter a password, which is in fact the last 4 digits of your University ID (your converted passport number, appears on the student card).

1. Then you will receive:

* A User Name
* A University Email Account

1. The system will also require you to change your password

If you run into any problems with registration, please contact the Computer Center helpdesk at (03-640)8888.

If the helpdesk is having trouble locating your personal details, please contact system administrator. If he cannot solve the problem, please contact through the following email [Danny Raz](mailto:dannyraz@tauex.tau.ac.il) from the Computing Division 03-640-7856.