Account and login

In this manual we show you how to create a user account in TUMonline as an applicant, student, staff member or guest and how to log in to the system.

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Login in general

Log in to TUMonline with your TUM e-mail address (e.g. max.mustermann@tum.de) or TUM ID (e.g. gu27cat) and the password you have chosen:

![Screenshot: Log in to TUMonline](image)

Applicants

Access during the application process

- When you submit an application in TUMonline, an applicant account will be created for you. With this account you can only use the applications intended for applicants, e.g. for viewing your applications or uploading a photo.

You can access TUMonline with

- your private e-mail address and
- a password of your choice.

To log in as an applicant, please go to the registration page of TUMonline (https://campus.tum.de).

Enter your user name (your private e-mail address) and your personal password:
**Access after accepting a place of study**

- After accepting a place of study, the applicant account is automatically converted into a student account. You will be informed about this process by e-mail. This means that your account now offers more possibilities (e.g. use of IT services even before enrollment, creation of a TUM e-mail address).
- You can now create a TUM e-mail address which you can also use as a user name for TUMonline.

**Students**

- As a student of TUM a student account will be automatically created for you.
- When you start at TUM you will also receive a 7-digit TUM ID in a certain format, e.g. gu27cat. The TUM identifier is unchangeable and, in conjunction with the ending @mytum.de, automatically becomes your **user name** in the form of an e-mail address (e.g. gu27cat@mytum.de).

To log in as a student, go to the registration page of TUMonline (https://campus.tum.de).

There log in with your user name, your **TUM e-mail address** (e.g. max.mustermann@tum.de) or TUM ID (e.g. gu27cat) and your chosen password:

**Staff and guests**

As a requirement for creating an account you need at least one of the following relationship types with an organization (i.e. organizational units like departments, institutes, faculties, etc.) of TUM:

- an active employment with the organization.
- an active other legal relationship (e.g. lecturer, doctoral student, guest, ...) with the organization, which is created using the guest administration in TUMonline.
- an active function in the organization.
The employment relationship as well as the master data of the person in TUMonline are entered in the personnel department (SAP/HR) and can only be changed there.

As a staff member you will automatically receive a staff account with your employment. This account is created by the human resources department (SAP/HR) and then automatically transferred to TUMonline. Guests receive their guest user account via the TUMonline guest administrator of their organization.

**First login**

- Before you login for the first time, please contact the user administrator of your organization (how to find your user administrator). You will be given a PIN code by your administrator which you can use to activate your account in TUMonline.
- After login, please set a personal password. Now you can use your account.

**Login data for TUMonline**

- With your start at TUM you will automatically receive a 7-digit TUM ID in a specific format, e.g. gu27cat. The TUM ID is unchangeable and, in conjunction with the ending @mytum.de, automatically becomes your user name in the form of an e-mail address (e.g. gu27cat@mytum.de).
- You can also set up a "nicer" TUM e-mail address (e.g. max.mustermann@mytum.de). This e-mail address can also be used as a user name for TUMonline.

To log in, go to the registration page of TUMonline (https://campus.tum.de).

There, log in with your user name, your TUM e-mail address (e.g. max.mustermann@tum.de) or TUM ID (e.g. gu27cat) and your chosen password:

![Screenshot: Log in to TUMonline](image)

**Alumni**

- All persons who had the status of a student, employee or guest at TUM will automatically receive an alumni account once they no longer have their respective status. This alumni account, however, is provided with only limited permissions.
- Log in with your TUM ID and password.
- The desktop is the entry page of TUMonline.

The following applications on the desktop are available for alumni:
Screenshot: Entry page in TUMonline for alumni

As an alum you can use the following features of the desktop: How to use and customize your desktop.