

# NMSU General User Account Password Standard

## Purpose of this Standard

This document sets forth General User Account password requirements.

A **General User Account** is one that can access only IT resources and data for or about the account owner.

The password for a General User Account must meet the specified minimum password requirements described below and must be managed by the user and IT support staff in accordance with the rules below.

## Audience

Any employee, student, temporary employee, or an affiliate, including a contractor, outside vendor, or visitor to campus, that is assigned or is providing maintenance support for, a NMSU General User Account.

## Standard

1. An NMSU General User Account password must:
  - Be 17 to 64 characters in length
  - Never have been used with this account before
  - Expire every two years (730 days)

### NOTES:

- Passwords using special characters are allowed but not required and can adversely affect certain applications
  - Passwords using spaces are allowed but not required
  - Employees using Oracle directly, should not begin their password with a number and should not use special characters
  - Don't use the NMSU password for personal accounts
2. An NMSU General User Account owner must:
    - Never share a password - passwords are to be treated as confidential sensitive information and protected from exposure
    - Immediately report a possible password compromise to [abuse@nmsu.edu](mailto:abuse@nmsu.edu) or the NMSU helpdesk or the responsible system administrator
    - Immediately change the password of an account that is or may be compromised

This standard does not supersede any unit or departmental password standard that imposes more stringent requirements for general account users.