

# OGEECHEE TECHNICAL COLLEGE

# BANNER WEB ACCESS

Admissions: 912.688.6994 | Career Counseling: 912.871.1620 | Disability Services: 912.486.7211 | Financial Aid: 912.486.7402 | Registrar: 912.486.7221

## How to access your Banner Web account:

- Visit Ogeechee Technical College's homepage <http://www.ogeecheetech.edu>.
- Hover over the **Current Students** tab and select [Banner Web](#).
- Click the **Enter OTC Banner Web**
- Type your **student identification number** (without the dashes) for User ID (example: User ID = 910XXXXXX).
  - *If you do not know your student identification number, you can find it using the "Look up OTC Student ID" function on the [Registrar's Office Web page](#).*
- Type your **personal identification number** (PIN) for PIN.
  - *If this is your first time entering Banner Web, your PIN is your date of birth (example: If your date of birthday is April 21, 1959, then your PIN = 042159).*
- The message of "Your PIN has expired" may appear after entering in your Banner Pin. If this message appears, you should enter your old PIN, which should be your date of birth, then enter a new PIN.
  - *Your new PIN must be a minimum of six characters, can be alphanumeric, and is case sensitive. Select a PIN that you can REMEMBER. Two security questions/answers must be entered.*
  - *You must accept the Term of Conditions to continue with Banner Web.*

## How to reset your PIN number:

*NOTE: If you forget your PIN, enter your USER ID on the login screen and click on FORGOT PIN. If you have security questions set, this will allow you to select a NEW PIN. Your PIN will be disabled after the 5th attempt.*

- To have your **PIN reset**, visit Ogeechee Technical College's homepage <http://www.ogeecheetech.edu>.
- Hover over the **Current Students** tab
- Select [Account Assistance](#)
- Click the [OTC Account Assistance Form](#) and complete the required fields.
  - *Be sure to include a reply e-mail address and type a comment in the box about the issue that you are having with accessing your Banner Web.*



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[www.ogeecheetech.edu](http://www.ogeecheetech.edu)