

Logging into SOAR Student Portal

Sign on to SOAR using your nine digit National University ID. NOTE: If you enrolled before March 30, 2005, please use your seven digit ID preceded by two zeros.

Use the following steps to log on to SOAR.



To log on to SOAR:

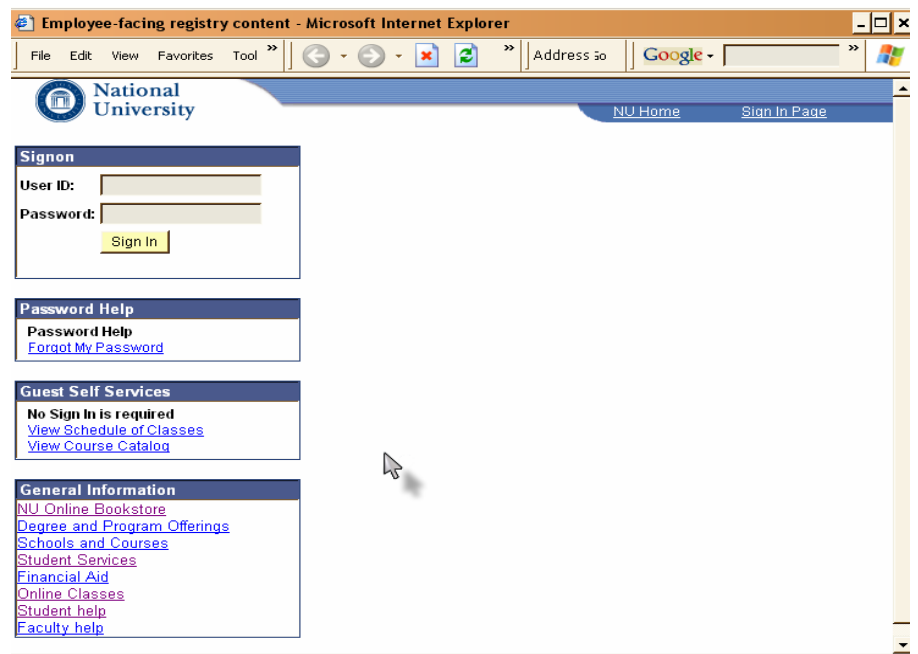
1. Launch **Internet Explorer**.
2. Sign on to the National University homepage at www.nu.edu.
3. Click on the [Login](#) link at the top of the page.

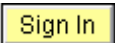


Do not create a shortcut on your desktop to this URL, as the location and path may change. Please use the login link on the National University home page.



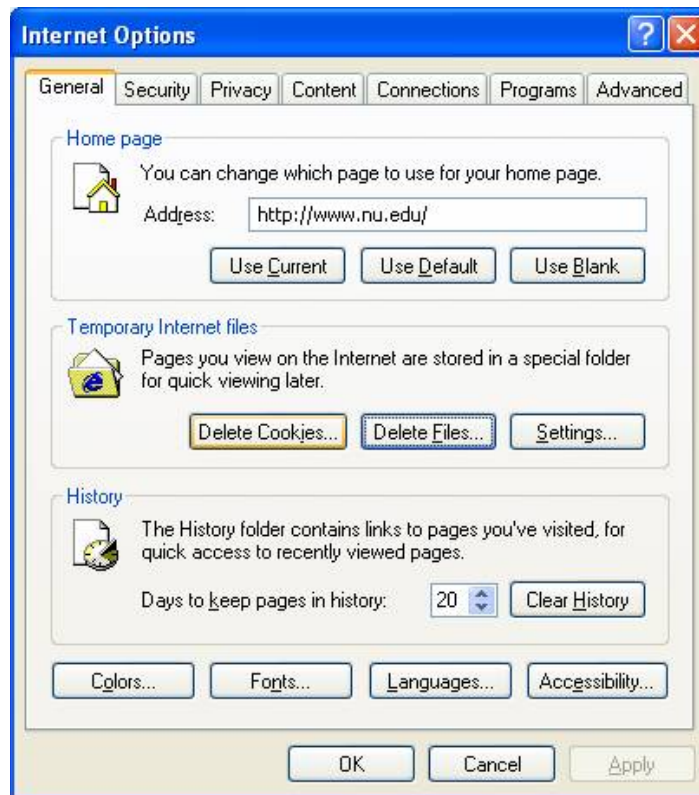
4. Under the **For Students** section, click SOAR [Student Portal](#).



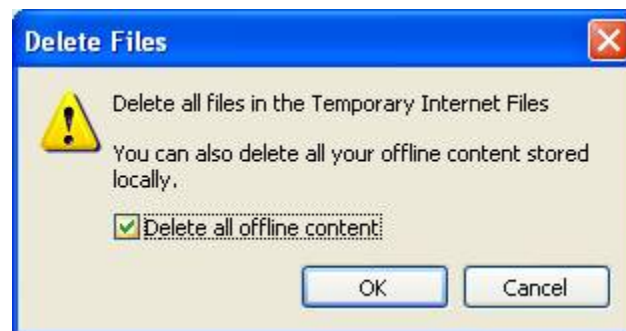
5. Enter your **User ID** and **Password**.
6. Click . The SOAR home page appears.

Problems Logging on to SOAR

If you are having trouble accessing the SOAR sign on page, or it appears you signed on but the page immediately disappears, go to **Tools** on your toolbar, click on Internet Options, and clear your cache by clicking on the button “Delete Cookies.”



Also, clear your Internet file including offline content.



Forgot Your Password?

If you have signed in previously and:

1. The University has a primary e-mail address on record for you, and
2. You have completed the "[Change or setup forgotten password help.](#)"

The screenshot shows the National University Portal's signon page. It features a blue header with the university's name and navigation links. The main content is organized into four distinct sections: a signon box with input fields and a button, a password help section with a link, a guest self-services section with several links, and a general information section with a list of links. A cartoon character is pointing to the 'Forgot My Password' link in the Password Help section.

click on [Forgot my password](#) and follow the on-screen prompts. A temporary password will be automatically e-mailed to you.

To Set Your Security Question

1. On the Portal home page, click on [Change Password/Security Prompt](#) under the **Personal Information** menu.
2. Click on [Change or setup forgotten password help](#) and enter the information as requested.
3. Make sure your e-mail address is entered correctly.
4. Click **Okay** and **SAVE** when done.

Next time you have a Password problem click on Forgot My Password (Right below the Signon box) on the Portal sign on page. The system will send you a new password.

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If you forgot your password and have not set up hints, e-mail help@nu.edu . Be sure to send your request from the e-mail account National University has in its records and accurately identify yourself.