LEO Online is designed to allow students to manage all aspects of their enrollment at Old Dominion University. LEO Online can be accessed at www.leoonline.odu.edu.

**To login:**
- Enter LEO Online News and Secure Area
- Scroll to bottom and click on Enter Secure Area
- Key University Identification Number (UIN) in the User ID field
- Key Personal Identification Number (PIN) in the PIN field

**University Identification Number (UIN)**

The UIN is a unique 8-digit number. This number is printed on all University ID cards printed by the University Card Center after May 2004.

To obtain your UIN for the first time, or if you forget it:
- Follow directions above to log in to the secure website
- Use your Social Security Number instead of your UIN
- Select Personal Information
- Select View University and MIDAS Identification Numbers

To obtain your UIN on campus, you may visit the Office of the University Registrar with a photo ID. Distance Learning students may visit the Site Director for assistance obtaining their UIN.

**NOTE:** The UIN is considered personally identifiable information and is protected in the same manner as the Social Security Number.

**Personal Identification Number (PIN)**

The PIN is required to log in to secure University web sites such as LEO Online and the Touchnet Student Account Suite. The PIN may also be used to create your MIDAS account.

The PIN is a 6-digit number, initially based on a person's date of birth in MMDDYY format (For example, if your date of birth is January 21, 1975, your initial PIN would be 012175).

The first time you log in to the LEO Online secure area (or the first time you log in after your PIN has been reset), you will be prompted to change your PIN. Your new PIN must also be a 6-digit number, different from the original PIN.

If you have more than three failed attempts to log in to LEO Online, you will receive the message "Your web access has been disabled" and you will not be able to log in to LEO Online until your PIN has been reset.

Disabled PINs are reset automatically every business day and an e-mail is sent to the person's ODU student or faculty/staff e-mail account.
**To request a PIN reset**

Please contact the Office of the University Registrar at either 683-4425 & choose option #6 or 683-3030 & choose option #1 for assistance, or e-mail the Registrar's Office at register@odu.edu with your full name and your date of birth.

**Note:** Requests to reset a PIN must be made by the student or employee, whose identity will be verified before the PIN will be reset. The Registrar's Office does not reset PINs at the request of parents or departmental staff.

**Please note that your LEO Online login is not the same as your MIDAS account.**

<table>
<thead>
<tr>
<th>Your <strong>LEO Online</strong> login (UIN and PIN) is used to login to LEO Online (<a href="http://www.leoonline.odu.edu">www.leoonline.odu.edu</a>) for services to include the following:</th>
<th>Your <strong>MIDAS</strong> account is used to login for services to include the following:</th>
</tr>
</thead>
</table>
| • Admissions  
• Registration  
• Review of final grades  
• Transcripts | • On campus network login  
• MIDAS (midas.odu.edu)  
• ODU email account  
• Blackboard access (www.blackboard.odu.edu)  
• Spam Trap (www.spamtrap.odu.edu)  
• ODU portal (my.odu.edu)  
• Wireless access  
• Faculty/Student Communication System (FSCS) (link provided by faculty)  
• Video Streaming  
• ODU web page access when required (i.e., software downloads) |
| And for: |  |
| • Touchnet (tuition payments) |  |