Concurrent Enrollment Students
About Your CalNet ID

What is a CalNet ID and Why Do I Need It?
Within 24 hours after your class application(s) status changes to “Submitted to Instructor” you need to activate a CalNet ID and passphrase. A CalNet ID is your online identity at UC Berkeley. Once you have activated your CalNet ID, you are able to access many UC Berkeley online services including:

- **AirBears** ([http://list.berkeley.edu/airbears/](http://list.berkeley.edu/airbears/)) - the campus wireless network
- **bConnected** ([http://bconnected.berkeley.edu/](http://bconnected.berkeley.edu/)) - where you can create and access your campus email, calendar and document sharing account.
- **bCourses** ([http://ets.berkeley.edu/bcourses/](http://ets.berkeley.edu/bcourses/)) - where your class assignments and syllabi may reside
- Library databases - Please note that you must first open a library account to obtain library access. For more information, please see: [http://extension.berkeley.edu/info/concurrent.html#classroom_12](http://extension.berkeley.edu/info/concurrent.html#classroom_12).

You do not automatically have access to the same resources as a registered UC Berkeley student. If there are resources required for your class that you are unable to access, contact your instructor or the head GSI to enable these class-specific accesses.

How Do I Get a CalNet ID?
To activate your CalNet ID and passphrase, please do the following:

- **New Students**: If you have never previously been enrolled on the main campus or via Concurrent Enrollment or were never previously employed at UC Berkeley, an Extension ID (EID) and PIN is assigned to you within 24 hours after your application(s) status changes to “Submitted to Instructor”. You can view your EID and PIN by:
  - Logging in to your student account at [extension.berkeley.edu](http://extension.berkeley.edu). If you forgot your user name and/or password, please select “forgot user name” or “forgot password” and follow the instructions to retrieve them. Please do not create a duplicate account as this may cause problems with generating your EID and PIN.
On the home screen under “My Current Courses” select “Concurrent Enrollment System” from the drop down under “View Online Resources” and click on “Go”. This will open another tab in your browser.
To view your Extension ID and PIN, navigate over to the Concurrent Enrollment System tab and select “Personal Profile/Personal Info” from the menu.

Follow the instructions on the “Personal Info” page to go to https://net-auth.berkeley.edu/cgi-bin/krbcpw?NewStudent to enter your student ID, which is your Extension ID, and PIN. Select a personalized CalNet ID and convert your PIN to a passphrase.
It may take up to 24 hours after your application(s) status changes to "Submitted to Instructor" before your Extension ID and PIN is generated so that you can create your CalNet ID and passphrase and be able to access online campus resources for your class(es).

- **Returning Students** (including matriculated campus students and returning Extension concurrent enrollment students): If you have been assigned an Extension ID and/or CalNet ID previously, your existing accounts are re-activated for the current term within 24 hours after your application(s) status changes to “Submitted to Instructor”, and you should be able to use your existing personalized CalNet ID and passphrase.

- **UC Berkeley Employees**: If you are a UC Berkeley employee, you can skip the activation of your Extension and CalNet ID, and use your existing personalized staff CalNet ID and passphrase within 24 hours after your application(s) status changes to “Submitted to Instructor”.

*It may take up to 24 hours after your application(s) status changes to "Submitted to Instructor" before your CalNet ID and passphrase is reactivated and/or you can access online campus resources for your class(es).*

I’m Having Trouble with my CalNet ID and Passphrase - What Can I Do?

**Have you waited 24 hours after you applied for your class?** You need to apply for a class in the Concurrent Enrollment system in order for the Extension ID and PIN to be generated (see “How to Apply for Concurrent Enrollment Classes” for more information). It may take up to 24 hours after you apply for a class before the system recognizes your new Extension ID or re-activates your existing Extension and CalNet ID.
Have you used the correct criteria in creating your CalNet ID and passphrase? When creating your CalNet ID and passphrase, please make sure that you are using the following criteria:

- CalNet ID Criteria: https://wikihub.berkeley.edu/display/calnet/CalNet+ID+Requirements
- CalNet Passphrase Criteria: https://wikihub.berkeley.edu/display/calnet/Passphrase+Requirements

Do You Already Have a CalNet ID?

- Test Your CalNet ID:
  If you were previously enrolled on the main campus or via Concurrent Enrollment or were previously employed at UC Berkeley, you may have been assigned a CalNet ID previously. Please test your previous CalNet ID/ passphrase on the CalNet website <https://calnet.berkeley.edu>. In the left column, click on "Test CalNet ID".

- Forgotten CalNet ID or Passphrase?
  If you have forgotten your CalNet ID or passphrase, you will need to go to the Cal 1 Card Office with photo ID to have it reset. The Cal 1 Card Office now provides drop-in, phone and email customer support for CalNet. The office is located at 180A Cesar Chavez Center, Lower Sproul Plaza. They are open Mon.–Fri., 9 am–5 pm. Email: calnetid@berkeley.edu; phone: (510) 642-4126; fax: (510) 642-4370.

- Other Issues with Your Existing CalNet ID?
  If you remember your CalNet ID and passphrase, but it doesn’t seem to be working, you may have duplicate IDs that need to be consolidated. Please send an email to calnet-admin@lists.berkeley.edu. Include both your personalized CalNet ID and your concurrent enrollment Extension ID (which begins with the digit 5) in the email. The CalNet team will consolidate your IDs.

I Have Tried Everything and I’m Still Having Problems with my CalNet ID?

If it has been longer than 24 hours, you have tried everything above, and you are still having problems creating your CalNet ID, you will need to go to the Cal 1 Card Office with photo ID. The Cal 1 Card Office now provides drop-in, phone and email customer support for CalNet. The office is located at 180A Cesar Chavez Center, Lower Sproul Plaza. They are open Monday–Friday, 9 am–5 pm. Email: calnetid@berkeley.edu; phone: (510) 642-4126; fax: (510) 642-4370.