

# 一、修改「學生資訊系統(SIP)密碼」的步驟

1.從 [學校首頁](#)→[資訊服務](#)→[電子郵件系統](#)，進入

The screenshot shows the university's homepage. At the top, there is a navigation bar with links like '首頁', '網站導覽', '聯絡我們', '行事曆', and '校史網'. Below this is a banner with the university's logo and name in Chinese and English. To the right, there is a menu with '招生資訊' and '資訊服務'. A red box highlights the '資訊服務' dropdown menu, which contains links to 'AIP系統', '學生資訊系統', 'Sistem Informasi Pelajar', '電子郵件系統', and '課程資訊'. A blue arrow points from the '電子郵件系統' link to a text box that says '由此進入「電子郵件系統」' and provides the URL <https://mail.uch.edu.tw/>.

2.登入電子郵件系統

輸入帳號：學號

輸入密碼：預設為身分證字號 (第一個字母大寫)



知道嗎？寄錯信了，您可以使用新功能 [ 回收信件 ] 來收回信件

The screenshot shows the Mail2000 login page. It has a header with the university's logo and name. Below the header, there is a login form with fields for '帳號' (Account) and '密碼' (Password). There are also checkboxes for '記住帳號' (Remember account) and '開新視窗' (Open new window), and a '登入' (Login) button. A blue arrow points from the '帳號' field to a text box that says '輸入您的「學號」'. Another blue arrow points from the '密碼' field to a text box that says '輸入您的「身分證字號」(第一個字母大寫)'.

3.在左方功能表選擇「**個人設定**」→「**信箱安全**」→「**密碼設定**」  
輸入舊密碼：預設為**身份證字號** (第一個字母大寫)

The screenshot shows the 'Openfind MAIL2000' interface. On the left sidebar, under '個人設定' (Personal Settings), '信箱安全' (Mailbox Security) is expanded, and '密碼設定' (Password Settings) is highlighted with a red box. A blue arrow points from a text box '點此開始修改密碼' (Click here to start modifying password) to this link. The main area is titled '修改密碼' (Modify Password). It contains three input fields: '現行密碼' (Current Password), '新密碼' (New Password), and '確認密碼' (Confirm Password). The '新密碼' and '確認密碼' fields are grouped by a red box. A blue arrow points from a large blue box containing instructions to this red box. Below the input fields are '設定密碼' (Set Password) and '取消' (Cancel) buttons. To the left of these buttons, a list of rules for the new password is provided.

點此開始修改密碼

新密碼必須符合以下規則：

- 密碼最少需要7個字元
- 密碼須包含英文字元
- 密碼須包含數字
- 密碼不能與前1次相同
- 密碼不能與使用者名稱相同
- 密碼強度至少為<

請務必記住「新密碼」，如果忘記，須自行聯絡電算中心申請密碼重置。

電算中心  
總機 034581196 轉分機 3801

請勿忘記密碼！  
請勿忘記密碼！  
請勿忘記密碼！

4.修改密碼結束後，用新的密碼，另外登入:學校首頁→在校學生，登入學生資訊系統(SIP)

The screenshot shows the homepage of Chien Hsin University of Science and Technology. The navigation bar at the top includes links for '新生專區' (New Student Area), '在校學生' (Current Students), '離職員工' (Former Employees), '畢業校友' (Alumni), and '學生家長' (Student Parents). The '在校學生' link is highlighted with a red box. A blue arrow points from a text box containing login instructions to this link. Below the navigation bar, the university's logo and name are displayed, along with various service links.

重新登入  
「學生資訊系統」  
<https://std.uch.edu.tw/SIP/login.htm>

## 二、設定備用信箱，忘記密碼時可重設密碼

您可於 email 系統中設置備用信箱，若忘記密碼時，可透過系統寄送至備用信箱之連結重設密碼。設定步驟：

- 1.以您的帳號（學號）及密碼（預設為身分證字號(第一個字母大寫)或更改後的密碼），從 [學校首頁](#)→[資訊服務](#)→[電子郵件系統](#)，登入 email 系統

The screenshot shows the university's homepage. At the top, there is a navigation bar with links like '首頁', '網站導覽', '聯絡我們', '行事曆', and '校史網'. Below this, a banner features the university's logo and name in Chinese and English. To the right, a dropdown menu under '資訊服務' is open, highlighting '電子郵件系統'. A blue arrow points from this menu item to a text box that says: '由此進入「電子郵件系統」  
<https://mail.uch.edu.tw/>'.

- 2.在左方功能表選擇「個人設定」→「信箱安全」→「備用信箱」

The screenshot shows the 'Openfind MAIL2000' interface. On the left, a sidebar menu has '個人設定' selected, with a sub-menu '信箱安全' containing '登入紀錄', '密碼設定', '備用信箱' (highlighted with a red box and an arrow pointing to a text box saying '點此開始設定備用信箱'), '收發信服務', and '裝置紀錄'. The main content area is titled '備用信箱' and contains a form with two input fields: '備用信箱:' and '確認備用信箱:'. Both fields are highlighted with a red box. A blue arrow points from the second field to a text box that says: '輸入備用信箱 2 次，並點選確定後即可完成設定'. Below the fields are '設定' and '取消' buttons. A note at the top of the main area states: '您可於此設置備用信箱，若忘記密碼時，可透過系統寄送至備用信箱之連結重設密碼。'