*Please remember that you **Penn Design password** is **separate** from you **PennKey password**.

**Penn Design Password Policy:**

- Not contain your account name or parts of the user's full name that exceed two consecutive characters

- Be at least 12 characters in length

- Contain characters from three of the following four categories:
  - English uppercase characters (A through Z)
  - English lowercase characters (a through z)
  - Base 10 digits (0 through 9)
  - Non-alphabetic characters (for example, !, $, #, %)

- Password will be required to be changed once a year