UBF Employee Web Portal

Link: https://ep-ubf.accunfp.com/
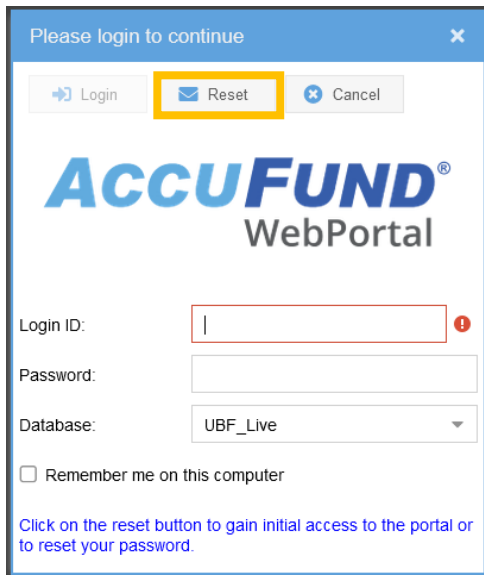
Helpful Hints before you login:

1. Login ID is only the first part of your UBIT, do not include @buffalo.edu
2. Password is specific to this website, not UB login
3. Employee portal can only be accessed through a computer/laptop, mobile devices will not work. You may need to clear your cookies/cache
4. Is the correct data base showing? UBF_Live

First Time Login:

- Click "Login" on the top right corner

- Click on "Reset"

- Type in your UBIT (prefix to @buffalo.edu email) as the "Login ID"
- Type in your 9-digit SSN with hyphens in the "Soc Sec Number" (xxx-xx-xxxx)
- Make sure the Database is "UBF_Live"

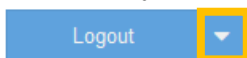- A temporary password will be sent to your UB email.

To Login:

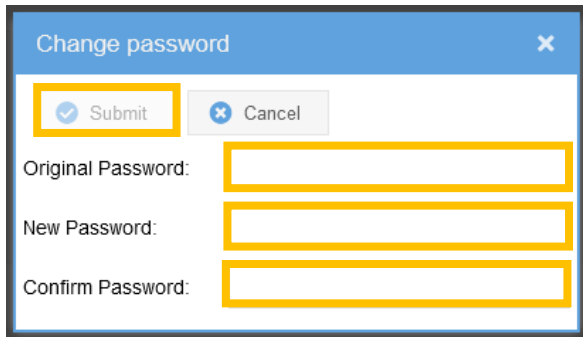- Click "Login" on the top right corner

- Type in your UBIT in the LoginID field and the temporary password you received in your email in the Password field
- Make sure the Database is "UBF_Live"
- Click "Login"

To Change Password:

- When you are logged into the Portal, on the top right, click on the carrot next to "Logout" and click on "My Password"

- Type in the Original Password and then your New Password (New Password, Confirm Password)
- Click "Submit"