# Superintendent’s Memo #187-19


**COMMONWEALTH of VIRGINIA
Department of Education**

DATE: August 2, 2019

TO: Division Superintendents

FROM: James F. Lane, Ed.D., Superintendent of Public Instruction

## SUBJECT: Update to Account Authentication for Single Sign-on for WEB Systems

To comply with the Information Security Management Standard with Virginia Information Technologies Agency (VITA), the Virginia Department of Education (VDOE) will be revising the password change frequency for Single Sign-on for WEB Systems (SSWS).

Beginning September 1, 2019, user passwords must be changed every 42 days rather than every 90 days. Along with the password frequency change, user accounts with no password activity will be disabled at 90 days rather than 180 days and removed at 180 days rather than 365 days.

VDOE understands that this is a significant change in SSWS account management that will affect division users, but it is necessary in order to best protect the student information accessed through SSWS.

Additional information regarding SSWS account management can be found in the SSWS Account Manager Guide within the Educational Registry Application or Single Sign-on for WEB Systems Admin application, through Single Sign-on for WEB Systems.

Questions or comments should be directed to Educational Applications at RESULTSHELP@doe.virginia.gov.

JFL/SMW/mll