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I Overview

SWITCH edu-ID is a universal and secure digital identity allowing for lifelong access to academic services and resources. It is created, owned and managed by the user.

Every member of the University of St.Gallen has a HSG user account during their affiliation with the University. The account data are provided in the Account Password Letter they receive from the HSG IT department upon commencement of their studies or employment.

To be able to use the SWITCH edu-ID account for accessing services requiring affiliation with the University of St.Gallen, users must link their HSG user account to their SWITCH edu-ID account. To do so, please use *edu-ID LinkingApp* described in this guide.

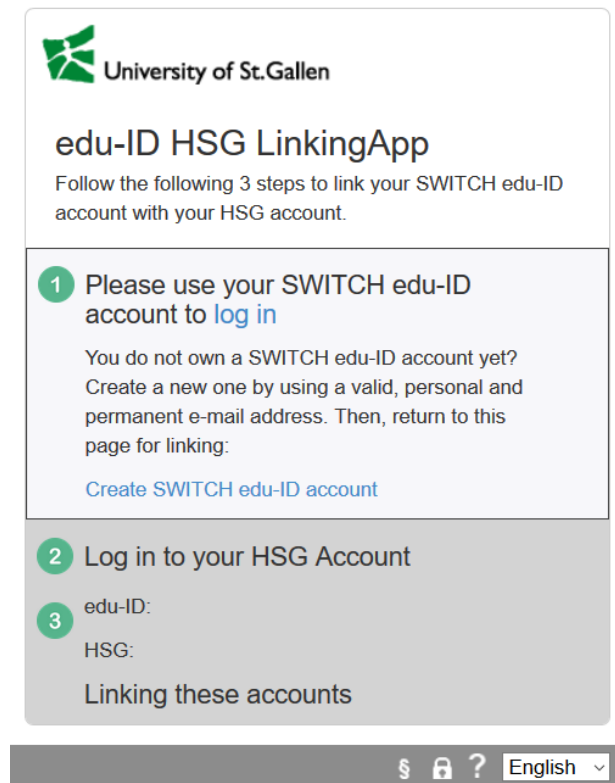
2 Help

For help, contact the following services.

edu-ID of the University of St.Gallen	See overview information on the University's web site (unisg.ch). See FAQ on the University's web site (unisg.ch).
Support SWITCH edu-ID	SWITCH edu-ID Helpdesk E-mail: eduid-support@switch.ch
Support HSG account + LinkingApp	HSG IT Service Desk Monday to Friday: 8:00 am - 5:00 pm E-mail: servicedesk@unisg.ch Phone.: +41 71 224 29 00

3 Edu-ID HSG LinkingApp Guide

Start edu-ID HSG LinkingApp via the following link: <https://tools.unisg.ch/url/linkingeduid>



University of St.Gallen

edu-ID HSG LinkingApp

Follow the following 3 steps to link your SWITCH edu-ID account with your HSG account.

- 1 Please use your SWITCH edu-ID account to [log in](#)**

You do not own a SWITCH edu-ID account yet? Create a new one by using a valid, personal and permanent e-mail address. Then, return to this page for linking:

[Create SWITCH edu-ID account](#)
- 2 Log in to your HSG Account**
- 3 edu-ID:
HSG:
Linking these accounts**

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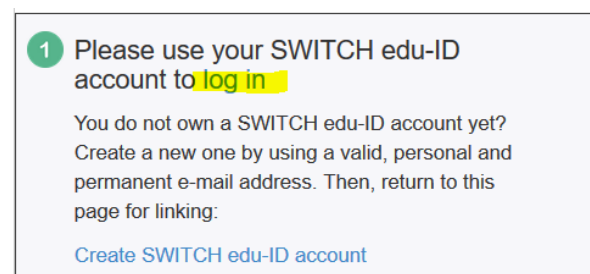
The linking of accounts is done in three steps:

1. logging in with your SWITCH edu-ID credentials;
2. logging in with your HSG account credentials;
3. linking of the two accounts.

3.1 Logging in with your SWITCH edu-ID credentials

Prerequisites: You have a SWITCH edu-ID account.

Follow the *log in* link.



1 Please use your SWITCH edu-ID account to **log in**

You do not own a SWITCH edu-ID account yet? Create a new one by using a valid, personal and permanent e-mail address. Then, return to this page for linking:

[Create SWITCH edu-ID account](#)

You will be redirected to the SWITCH edu-ID login page. Log in with your e-mail address as your username that you used to register with SWITCH edu-ID.

SWITCH edu-ID

My edu-ID Help EN ▾

Log in to: ADFS

Service description:
ADFS

SWITCH edu-ID

E-mail:

Password:

[Forgot password?](#)
[Options for personal data protection](#)

SWITCH

[About](#) / [Terms of Use](#) / [Legal Notice](#) / [Imprint](#)

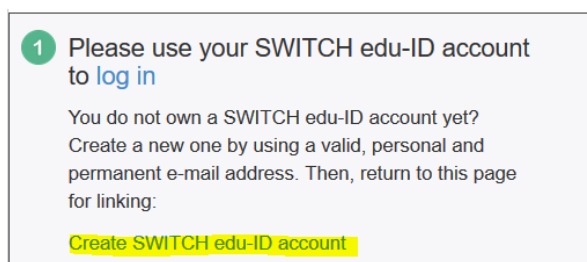
Click on “Login” to have your data verified. After a successful login, you will automatically return to the edu-ID HSG LinkingApp. Step 1 is then complete.



Note:

If you have no SWITCH edu-ID account, you will need to create one and start edu-ID HSG LinkingApp again.

- You need a permanent, personal email address.
- Follow the link [Create a SWITCH edu-ID account](#).



You will be redirected to the SWITCH edu-ID registration page.

- Fill in your name, e-mail address and a password.
- After the account has been created, you will receive a confirmation e-mail.
- Click on the confirmation link provided in the e-mail to activate your SWITCH edu-ID account.
- Start edu-ID HSG LinkingApp again and log in using your SWITCH edu-ID credentials <https://tools.unisg.ch/url/linkingeduid>.

3.2 Logging in with your HSG account credentials

Follow the *log in* link.

2 **Log in** to your HSG Account

Log in with your HSG account login data. When filling in your username use the option “Without HSG email address”!

Example: *John Smith* → Username: *JSmith*

2 Please use your HSG username and password to log in.
Sample: John Smith -> Username: *JSmith*.

Username

Password

Log in

Click on “Log in” to have your data verified. Upon a successful login, you will automatically return to edu-ID HSG LinkingApp. Step 2 is then complete.

2 Logged in successfully as HSG user
User: **John Smith**

3.3 Linking the accounts

Usernames of both accounts that are to be linked are displayed. If they are correct, click on “link”.

3 edu-ID: **john.smith@unisg.ch**
HSG: **JSmith**
Linking these accounts

link log off

If the accounts have been linked successfully, you will receive a confirmation.

3 edu-ID: **john.smith@unisg.ch**
HSG: **John Smith**
Your accounts are linked successfully! Thank you.
Want to know more about edu-ID at HSG, please check our [FAQ](#).


log off


Please close your edu-ID HSG LinkingApp session by clicking on “Log off”.

Note:

Click on “Check linking” to view data saved by SWITCH and HSG respectively.

Check linking

	edu-ID E-Mail	john.smith@gmail.com
	unique org-ID	f0cc8197-c18b-4979-a91d-2f8c335330d3@unisg.ch

	HSG account	JSmith
	Home organisation	unisg.ch
	Affiliation	staff.member
	Switch edu-ID	0000acd9-fa28-4a39-b7b6-b68d419a2058

Link status	linked
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Ok

You can see your affiliation with the University of St.Gallen also in your SWITCH edu-ID account:
<http://edu-id.ch>