UofL is moving to a new identity provider. So, what does that mean? The way that you request iRIS access for external individuals has changed. Who can request a sponsored account has not changed. The submitter must be a Unit Business Manager, Tier One, Department Chair, VP or Dean. Any requests for iRIS only access after December 13, 2021, will need to follow the steps below:

1. Go to: https://apps.cirrusidentity.com/console/auth/index
2. In the Choose you provider box, select: University of Louisville (New)
3. Login with your UofL credentials.
4. This should bring you to the Guest Invitation Service Screen

5. Click the Invite Guests Link on the left to begin the process.
6. Select UofL Guest Accounts as the Application
7. The email addresses for the invited guests should be entered (or cut and pasted) into the window. If you have a large number of invitees, you can also use the file upload option located at the right end of the entry window. The system will disallow any emails from a @louisville.edu domain.

8. The message window is populated with default language, but you may include a custom message by adding information in the ‘Your message to guest(s)” window. Please note: if you send the invite to multiple people at a time, they will all receive the message provided in this window.
9. Check the I agree to the UofL Guest Accounts Terms of Service checkbox.
10. You may Preview the invitations before sending by clicking the preview button.
11. When you are ready to send the invitations, click send invite.

Need to check on existing invitations?

You can check on the status of an existing invitation or sponsorship with the following steps:

1. Go to: https://apps.cirrusidentity.com/console/auth/index
2. In the Choose you provider box, select: University of Louisville (New)
3. This should bring you to the Guest Invitation Service Screen
4. Click the My Guests Link on the left to begin the process.
5. Under the My Guests screen, you can see if the extended invitation has been retrieved.
6. From this screen you can also revoke an account, renew an account or delete or resend an invitation.