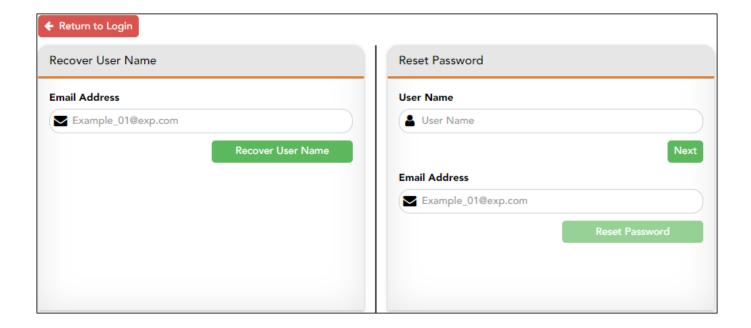


forgotpassword_body

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This page allows you to recover your user name or reset your password.



Retrieve User Name

E-mail Type your current email address.

Click **Retrieve User Name**. A message is sent to your email address that contains your User Name.

Return to ParentPortal, and log on using your user name and password.

Reset Password

You have two options for resetting your password: By User Name and By Email Address.

By User Name:

User Name Type your User Name.

☐ Click **Next**.

You are prompted to enter the answer to one of your hint questions.

		PP
☐ Type the answer an	d click Next .	
Password	Type a new password.	
Re-enter Password	Re-type a new password.	
Click Finish .		
The My Account pa	age opens.	
By Email Address	:	
Email Address Type	your email address.	
☐ Click Reset Passw	ord.	
A message is displ email address ente		ctions for resetting your password were sent to the

Return to ParentPortal, and log on using your user name and password.

 $\hfill\Box$ Click **Cancel** to close the message.



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