



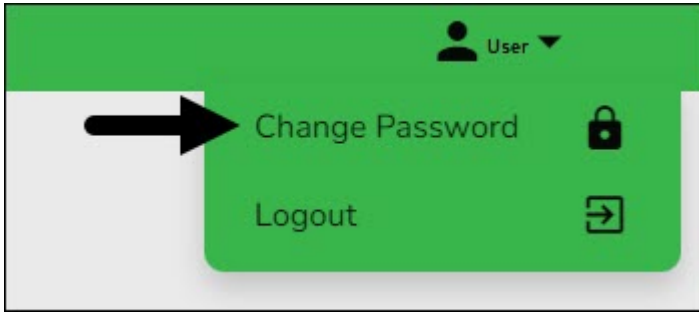
Change Password

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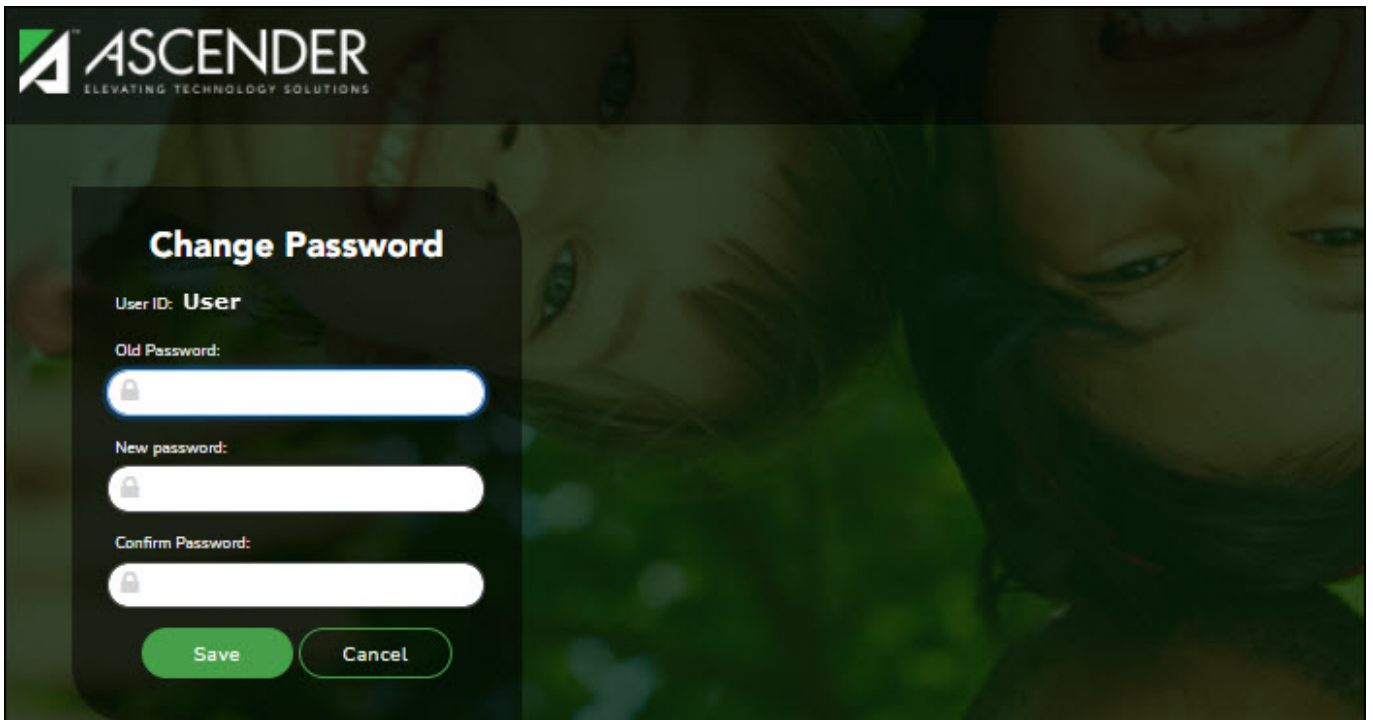
Change Password i

Change Password

To change your password, from the ASCENDER Home page, click the drop-down arrow next to your user name and then click **Change Password**.



The Change Password page is displayed.



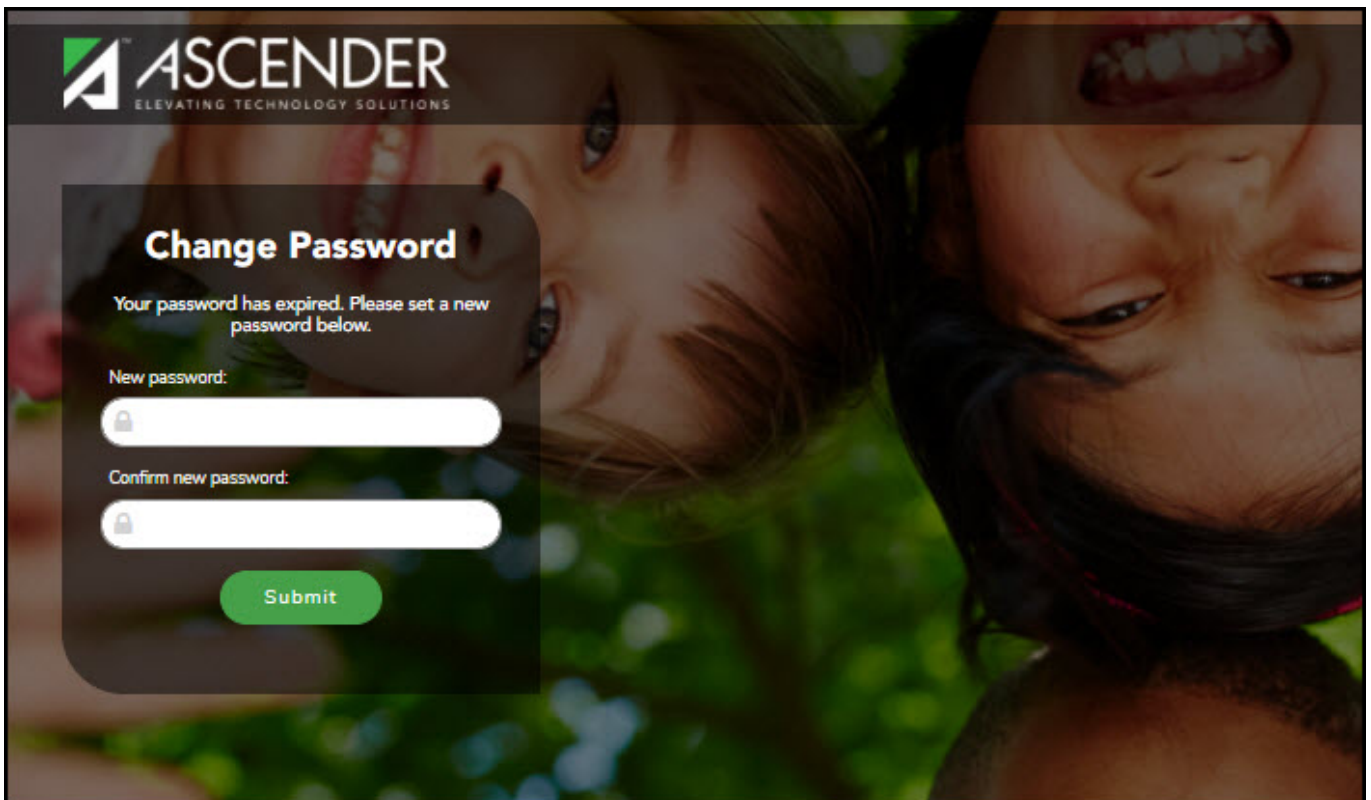
User ID	Your LEA-issued user ID is displayed.
Old Password	Type your old (current) password.
New Password	Type your new password.
Confirm Password	Retype your new password to confirm.

Click **Save** to save your new password.

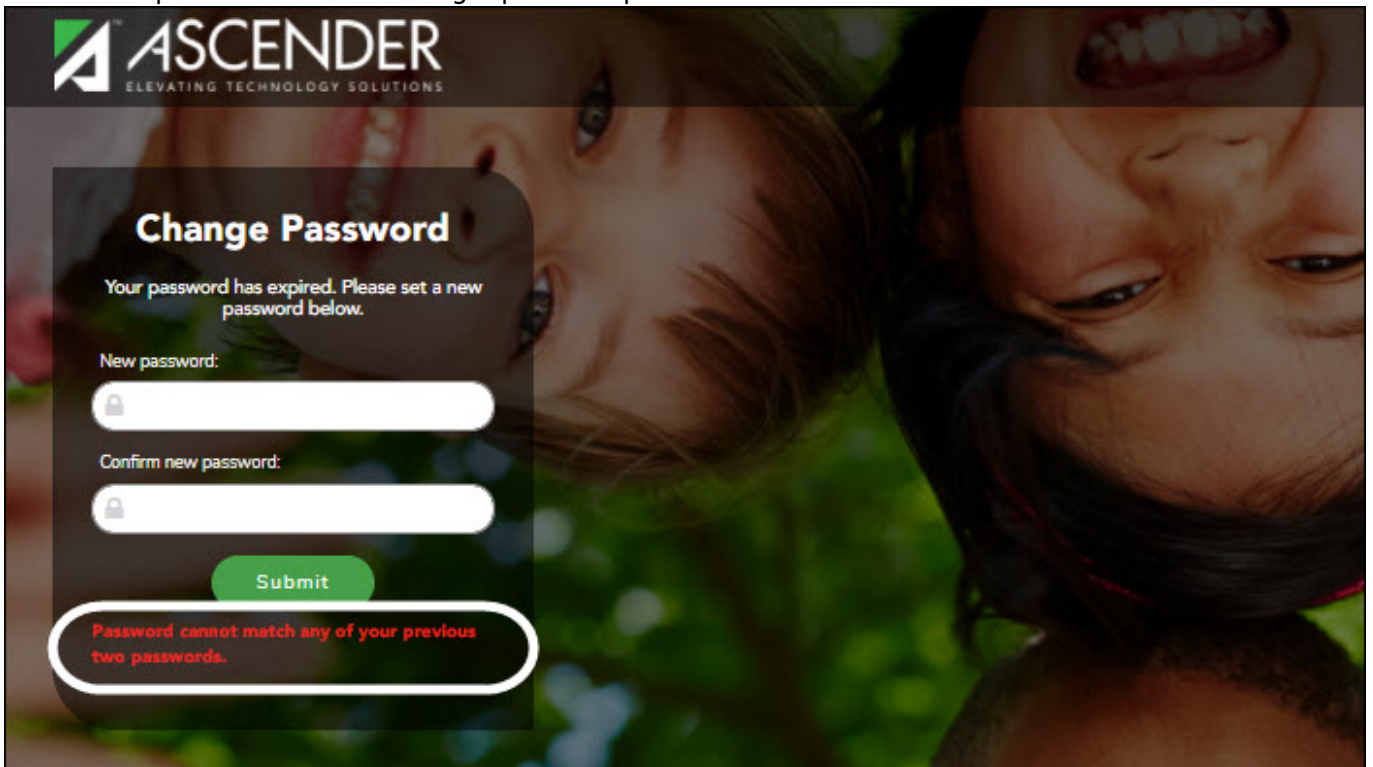
Click **Cancel** to cancel the request and return to the ASCENDER Home page.

Note: The ASCENDER password requirements are defined by the LEA on the Utilities > Set TxEIS Preferences page in DBA Assistant.

If your password expires, the following Change Password page opens:



You will be prevented from reusing a previous password:



The following page is displayed upon successfully changing your password:

