



ASCENDER
**EMPLOYEE
PORTAL**

ASCENDER GUIDES

ASCENDER.
ELEVATING TECHNOLOGY SOLUTIONS


The graphic features a black background on the left with a white and blue stylized 'A' logo. To the right is a vertical photograph of a tree trunk with a blue tint. The text is arranged in three horizontal sections: the top section contains the 'ASCENDER EMPLOYEE PORTAL' logo, the middle section is a blue bar with 'ASCENDER GUIDES' in white, and the bottom section is white with the 'ASCENDER. ELEVATING TECHNOLOGY SOLUTIONS' logo.

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Cambiar contraseña

Esta página se usa para cambiar su contraseña actual. Si olvidó su contraseña, use la página [Olvidé mi contraseña](#) para restablecerla. Si su cuenta está bloqueada, comuníquese con el administrador de EmployeePortal de su agencia educativa local.

Acceda al enlace de EmployeePortal que le proporcionó su agencia educativa local. Cuando acceda a EmployeePortal verá la página de Inicio de sesión. Después de iniciar sesión en el portal aparecerá la página de inicio de EmployeePortal. Haga clic en su nombre en la esquina superior izquierda o haga clic  en cualquier momento para acceder a la página de Autoservicio de perfil.

Cambie su contraseña:

Click **Change Password**. The Change Password window opens.

Field	Description
Old Password	Type your current EmployeePortal password.
New Password	Type your password. Requirements: Between 16 and 46 characters. Must include at least one of each of the following character types: <ul style="list-style-type: none"> • Uppercase letters (A-Z) • Lowercase letters (a-z) • Numbers (0-9) • At least one allowed special character Forbidden characters: space, !, ?, *, &, ^
Confirm Password	Retype the password that you typed in the New Password field to confirm your new password.

Click **Submit** to update your current password to the new password. Otherwise, click **Cancel** to close the window without saving any changes. You will receive a confirmation email message notifying you that your password changed.



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