



ASCENDER GUIDES



**parent\_update\_security\_password**



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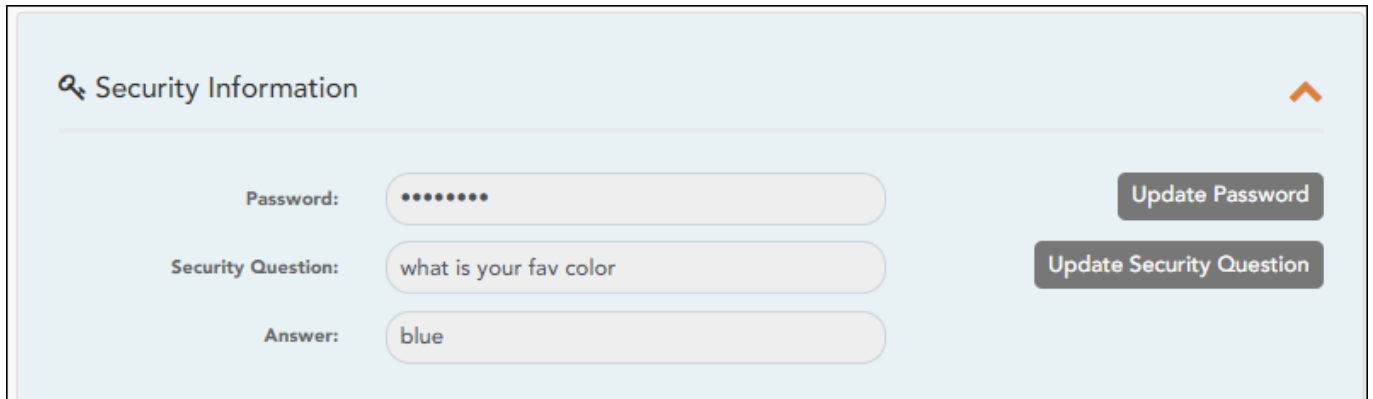


### III. Update your ParentPortal password.

**ASCENDER ParentPortal > My Account > Security Information**

#### Password

You can update your ParentPortal account password at any time.



Security Information

Password:

Security Question:

Answer:

Update Password

Update Security Question

Click **Update Password**.

A pop-up window opens:



Update Password

Old Password:

New Password:

Confirm Password:

No Save

<b>Old Password</b>	Type your current password in order to verify your access.
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<b>New Password</b>	<p>Type a password that you will use when you log on to ParentPortal.</p> <p>Requirements:</p> <ul style="list-style-type: none"> <li>• 16-46 alphanumeric characters</li> <li>• Three of the following: uppercase, lowercase, numeric and special characters</li> </ul> <p><b>Not allowed:</b> [space] ! ? * &amp; ^</p> <p><b>Allowed:</b> " # \$ % ' ( ) + , - . / : ; &lt; = &gt; @ [ \ ] _ ` {   } ~</p> <ul style="list-style-type: none"> <li>• Case-sensitive</li> </ul>
<b>Confirm Password</b>	<p>Retype your password exactly as it was typed above. This step confirms that you typed your password as you intended.</p>

Click **Save**.

The password is changed.



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