



ASCENDER GUIDES



**parent\_update\_security\_password**



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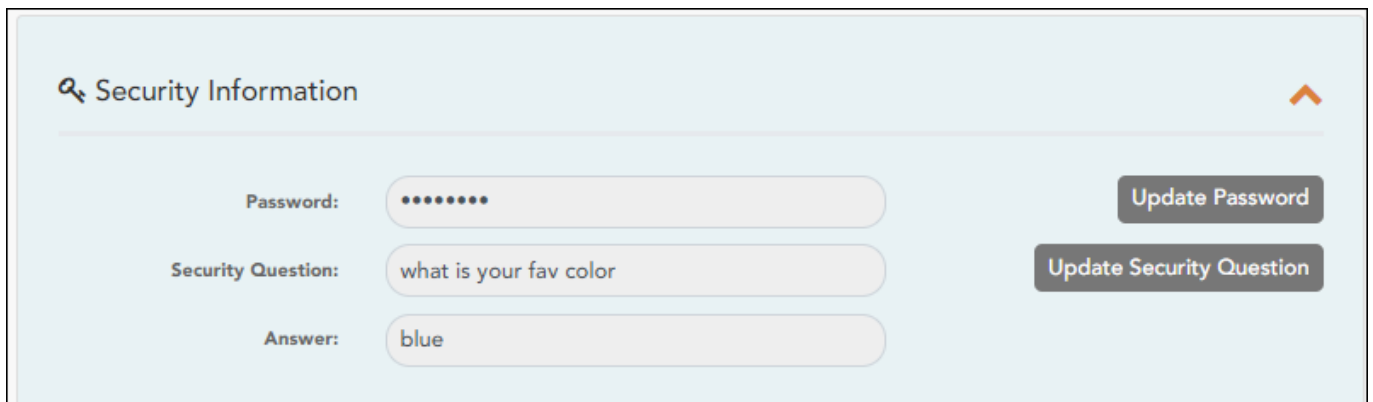


### III. Update your ParentPortal password.

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

#### Password

**You can update your ParentPortal account password at any time.**



☐ Click **Update Password**.

A pop-up window opens:



<b>Old Password</b>	Type your current password in order to verify your access.
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<b>New Password</b>	Type a password that you will use when you log on to ParentPortal. <ul style="list-style-type: none"><li>• The password must be 8 to 25 alphanumeric characters.</li><li>• Use a combination of the following: uppercase, lowercase, numeric, and/or punctuation (e.g., aBcd1234).</li><li>• Your password is case sensitive (i.e., you must always type it exactly as it is entered here, including uppercase and lowercase letters).</li></ul>
<b>Confirm Password</b>	Retype your password exactly as it was typed above. This step confirms that you typed your password as you intended.

☐ Click **Save**.

The password is changed.



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