



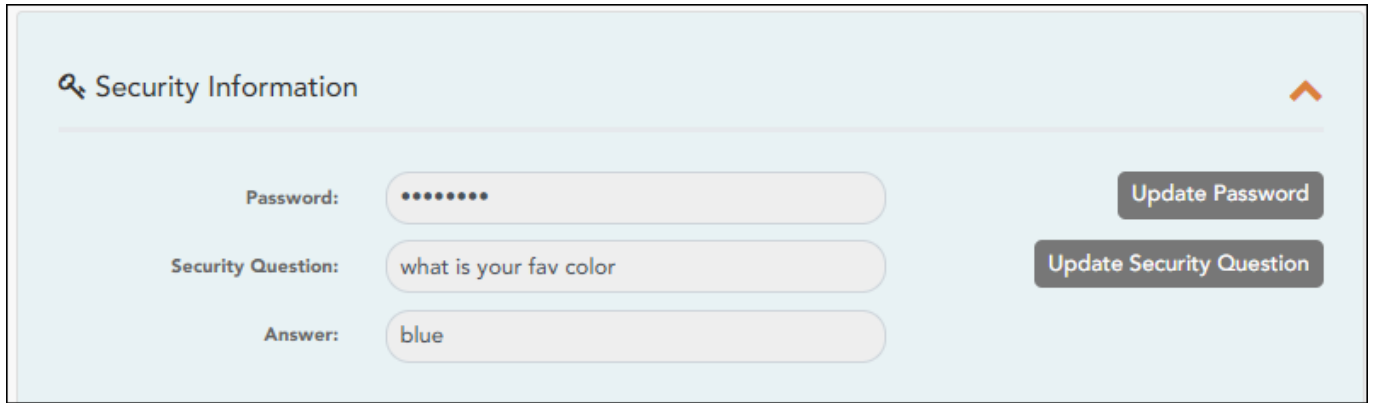
ASCENDER GUIDES



security_password_body

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You can update your ParentPortal account password at any time.



❑ Click **Update Password**.

A pop-up window opens:



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