



ASCENDER GUIDES



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Reset Your Password

You can use the Reset Password wizard to reset your password.

Reset Password

The screenshot shows a 'Reset Password' wizard step. The top bar is yellow with a 'Return to Login' button. The main title is 'Reset Password'. Below it is a progress bar with three steps: 'Reset Password' (highlighted in yellow), 'Security Question', and 'Create New Password'. The 'Reset Password' step is active. The form fields are: 'Enter Student ID and User Name', 'Student ID' (input field with placeholder 'Student ID'), and 'User Name' (input field with placeholder 'User Name'). At the bottom are 'Next' and 'Cancel' buttons.

Student ID Type your Student ID.

User Name Type your user name. You must [create an account](#) in order to create a user name.

Click **Next**.

If you entered the data correctly, the Security Question step opens.

Security Question

Reset Password

Reset Password Security Question Create New Password

Security Question

Answer Hint Question to verify identity

Question: What is your mother's maiden name?

Answer:

Back Next

Type the answer to your security question in the field.

Click **Next**.

If you entered the data correctly, the Create New Password step opens.

Create New Password

Reset Password

Reset Password Security Question Create New Password

Create New Password

Enter and confirm new password

Password:

Confirm Password:

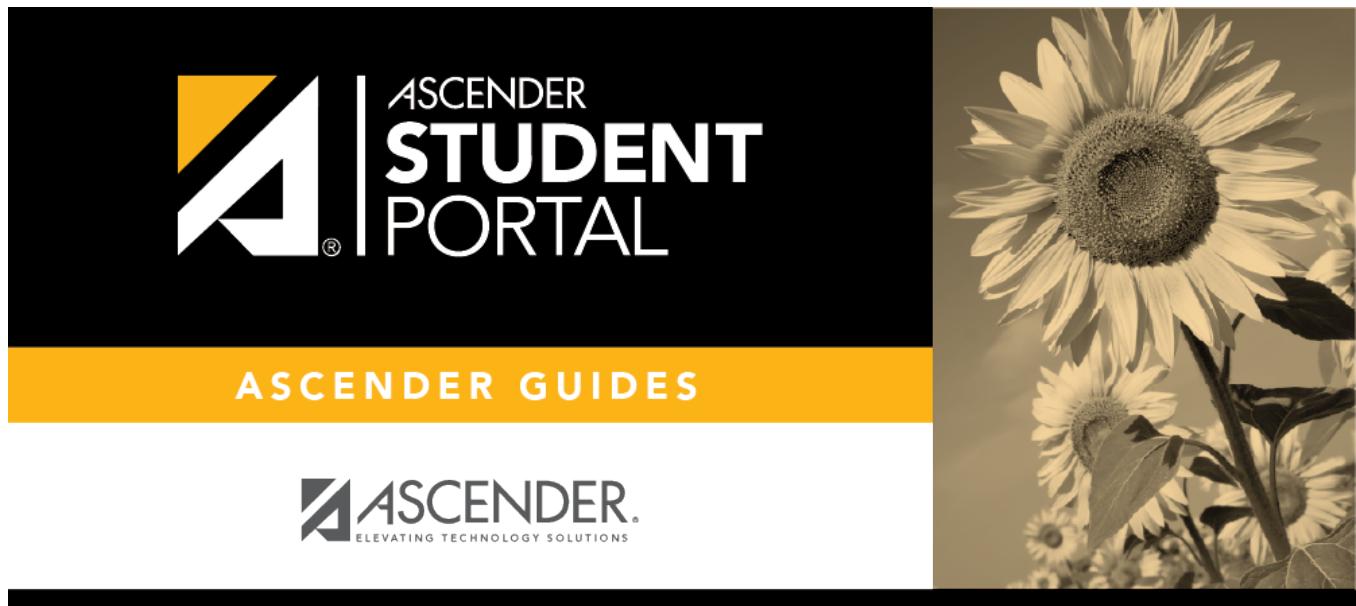
- 8-46 characters using 3 of the following:
 - UPPERCASE letters
 - Lowercase letters
 - Numbers (0-9)
 - Special characters
- Password must match entry in password field exactly (case sensitive)

Finish

Type your new password following the requirements on the screen.

Click **Finish**.

The Announcements page opens.



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