Resetting a Student Password

This process can be used to reset a student's password and security questions.

- 1. View the Student Profile.
- 2. In the Student Profile window, select the Reset Student Account button.



3. A window will pop up, asking if you would like to proceed. Click Reset Account to proceed.

Reset Student Account	×
You are about to reset a student's account, which will require them to create a new password and select new security questions.	
An email will be sent to the primary email address on file, with a link to update the account.	
If this is ok, click Reset Account, otherwise Cancel.	
Reset Account Cancel	

4. The student will receive an email with a link to reset their password and security questions.