



Self-service Password reset



1. Go to the URL below:

https://forgotpassword.menlo.edu/

\leftarrow (C d	https://forgotpassword.menlo.edu/authorization.do	
		Menlo College	
		🕹 Log In	
		Username	
		Password	
		ADSelfService Plus Authentication	~
		Login	
		Forgot your password?	~
		Account locked out?	~

2. Click Forgot your Password and type in your college username

÷ L	og In			^
۶ 🔎	orgot your password?			
	oittest01			
	MENLO		~	
i	k5m4c	ik5m4c	Ι¢	
	Continue			
	ccount locked out?			^

Menlo College

3. Select your personal ID from the list and enter the captcha

Get a verification code via email	
Select your email address	
Select Email ID 🗸	
Type the characters you see in the picture below.	
gom895	
Letters are not case-sensitive $ \ \varphi $	
Letters are not case-sensitive ϕ	
	Cancel Continu

4. Click continue

Verification code has been sent to
Once you have received the code, Please enter it in the textbox below
Resend Code
Type the characters you see in the picture below.
57jsqm
Letters are not case-sensitive $ $ \Diamond



5. Enter the code which has been sent to your email ID.

Reset Password	
Reset rassword	
* Old Password	
Old Password	Leave this field empty, if you don't remember
* New Password	
* Confirm New Password	
	• The minimum password age is 0
	The maximum password age is 0
	 The minimum password length is 8
	 No. of passwords remembered is 24
	 The password complexity property is enabled
	Type the characters you see in the picture below.
	.01
	pok6kn
	,,
	Letters are not case-sensitive $ \ \phi $

6. Leave the current password empty, if you are resetting your password

Reset Password			- 1
* Old Password	Leave this field empty, if you don't remember		- 1
*New Password			
* Confirm New Password			
	• The minimum password age is 0 • The maximum password age is 0 • The minimum password length is 8 • No. of passwords remembered is 24		- 1
	 The password complexity property is enabled Type the characters you see in the picture below 	Ν.	- 1
	p8k6kn		- 1
	Letters are not case-sensitive $ \ \phi $		
		Cancel	Reset Password

7. Once you reset your password, you should be able in to log into your computer, email, MyMenlo, and other Menlo systems as you normally do.