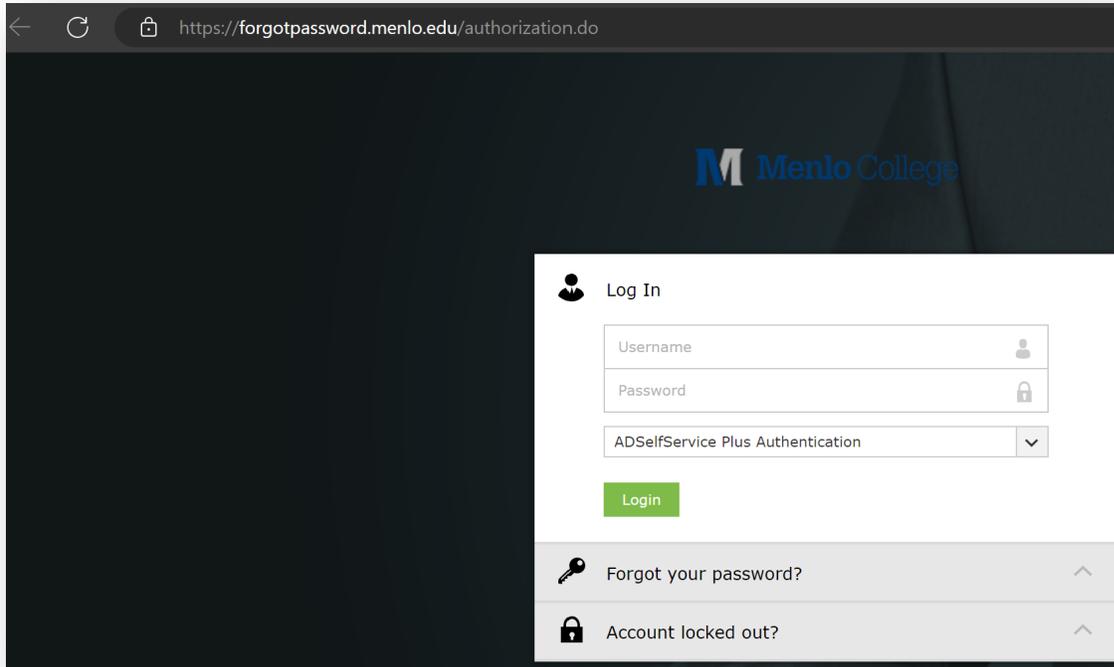




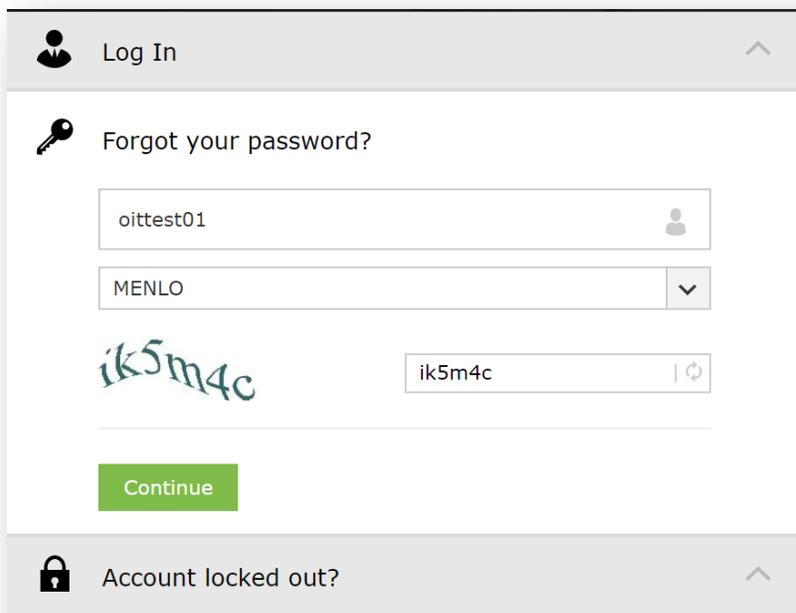
Self-service Password reset

1. Go to the URL below:

<https://forgotpassword.menlo.edu/>



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



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

OITTest01 (MENLO) ?

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

Cancel Continue

4. Click continue

Verification code has been sent to

Once you have received the code, Please enter it in the textbox below

Resend Code

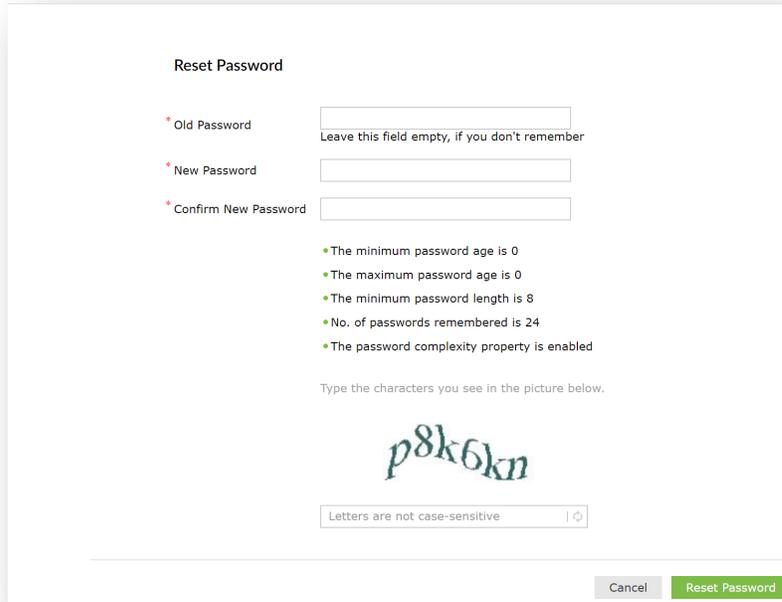
Type the characters you see in the picture below.

57jsqm

Letters are not case-sensitive

Go Back Cancel Continue

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



Reset 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

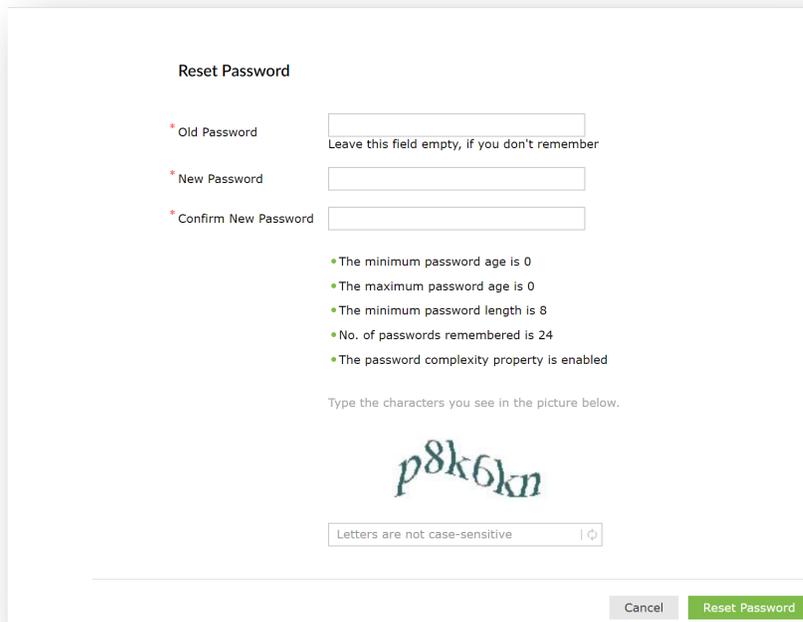
Type the characters you see in the picture below.



Letters are not case-sensitive | ↺

Cancel Reset Password

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



Reset 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.



Letters are not case-sensitive | ↺

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.