

MyWeb Change Password Instructions

After you have received your temporary password via email, go back to MyWeb and click **Log In**. Since the password was only temporary, you need to change it before proceeding further. The temporary password is now your **Old Password**. Enter your **User ID** and **Old Password** and **New Password**. The new password must be **6 to 9 characters** in length and include both **letters** and **numbers**, do not include special characters. If you would like a hint for your password for next time you forget, you may enter one. Click **Submit**.

Change Password

Your password has expired. Please choose a new password.

Your new password must be 6 to 9 characters in length and include both letters and numbers.

* = Required

User ID:*	<input type="text"/>
Old Password:*	<input type="text"/>
New Password:*	<input type="text"/>
Confirm Password:*	<input type="text"/>
My password hint:	<input type="text"/>

SUBMIT

You are now logged into MyWeb. You should now see **Log Out** at the top instead of **Log In**.

LOG OUT