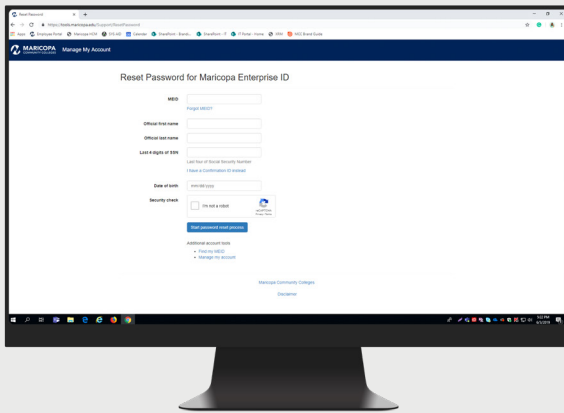


RESET PASSWORD

A practical guide for users with known Maricopa credentials to change their password.

- 01** In your browser of choice, go to **<https://tools.maricopa.edu/Account/SignIn>**. Enter your current login credentials. Then, click on **Sign In**.
- 02** Fill out the information requested (current password and new password). Remember that your new password must be at least 10 characters long, contain an uppercase, lowercase, numerical, and/or special character, and must not contain a set of three or more consecutive characters from your name, MEID, or student ID. When you are finished, click on the **Save All Account Changes** button.



NEW/FORGOTTEN PASSWORD

A practical guide for users who have forgotten or need to create their Maricopa password.

01 In your browser of choice, go to <https://tools.maricopa.edu/Support/ResetPassword>. Fill out the information requested (MEID, official first and last name, last 4 digits of SSN, and date of birth). Then, click on **Start Password Reset Process**.

02 **IF YOU'RE CREATING A PASSWORD**

Choose and set your account recovery questions. When you are finished, click on **Submit Answers and Continue**.

IF YOU'RE RESETTNG YOUR FORGOTTEN PASSWORD

Answer your account recovery questions. When you are finished, click on **Submit Answers and Continue**.

03 Create and verify your new password. Remember that your password must be at least 10 characters long, contain an uppercase, lowercase, numerical, and/or special character, and must not contain a set of three or more consecutive characters from your name, MEID, or student ID. When you are finished, click on **Save New Password and Finish**.