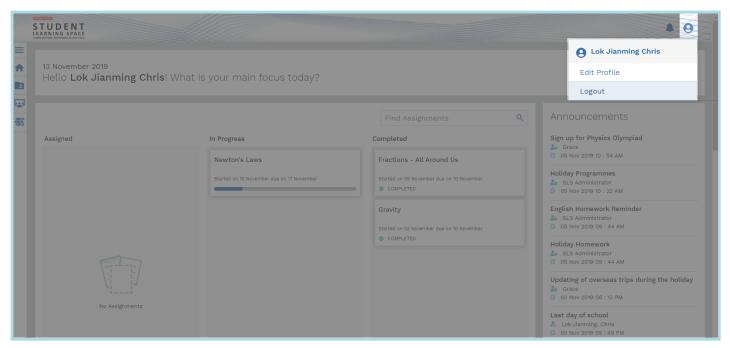
Set Password Reset Email Address

Home (../../index.html) / Student Features (../../student-features.html) / Set Password Reset Email Address

You should set a password reset email address in your profile. This will allow you to reset your password through a password reset link if you forget it.

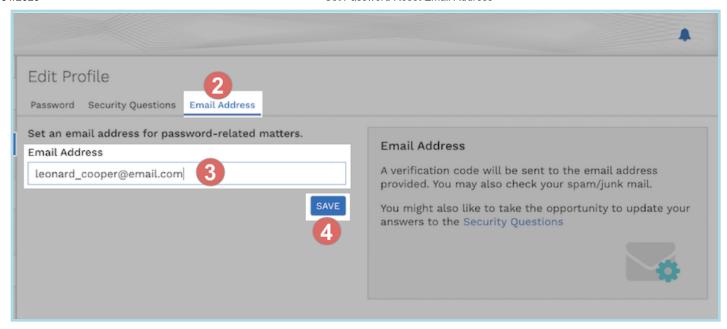
To set your password reset email address:



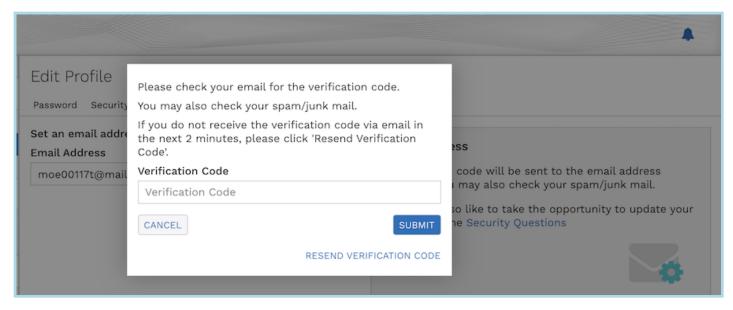
1. On the top right corner of any SLS page, click on the button



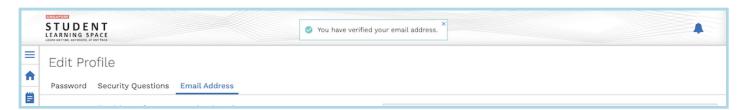
followed by selecting Edit Profile.



- 2. On the **Edit Profile** page, click the **Email Address** tab.
- 3. In the "Email Address" field, enter your email address.
- 4. Click Save.
- 5. An email with a verification code will be sent to your email address.



6. Enter the verification code into the pop up box.



7. Once verification is successful, a message will appear at the header. The verified email address will also be displayed in the "Email Address" field in subsequent log-ins.

Note: You must verify the email address before you can use it to reset your password.

While it is not a must to enter an email address, as this is the easiest and fastest method to reset your SLS password should you forget what it is.

A notification will appear to remind you each time you log in if an email has not be entered and verified.

