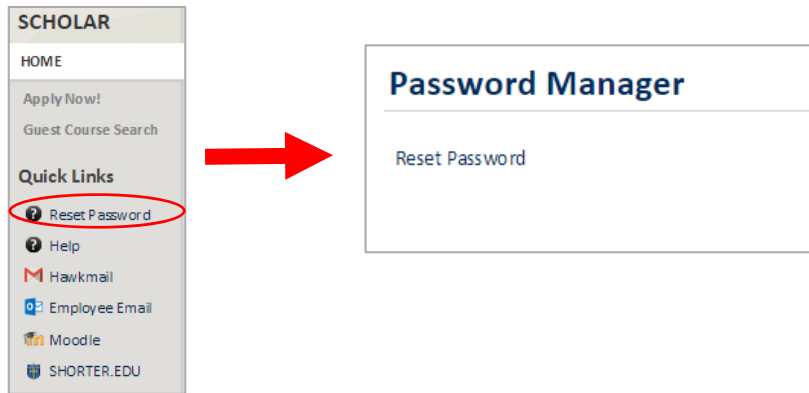


Reset Password

On the Scholar homepage, click “Reset Password” under Quick Links. Then click “Reset Password” again.



You will then be taken to the following page. Enter your ID and Alternate Email Address and click “Continue”.

Password Management

Enter your SCHOLAR ID and Alternate Email Address. Then you will be taken to the security challenge page.

ID:

Alternate Email Address:

Password Management

Answer the challenge questions below to continue

What was the name of your first pet?

What is your oldest sibling's birthday month and year? (e.g., January 1900)

Enter the answers to the challenge questions you created then click “Continue”.

Enter a new password twice then click “Continue”.

Password Management

Your new password must be at least 8 characters long and contain at least one number, one lowercase letter, one uppercase letter, and one special character (@#%*^&+=). Be sure not to use part of your name or username when choosing a password.

Enter new password:

Enter new password again:

The following screen will appear confirming a successful password reset.

Password Management

You can now use your new password to login to SCHOLAR.

Please wait 15 minutes before attempting to access your email, the wireless network, or a Shorter University computer.