

# 6 STEPS ON HOW TO RESET YOUR PASSWORD

## 1 | CLICK 'FORGOT YOUR PASSWORD'



- Navigate to the login page
- Locate the "Forgot your Password" link below the login button
- Click to begin the password reset process

## 2 | ENTER YOUR EMAIL ADDRESS

- Type the email address associated with your application account
- Double-check that your email is correct
- Click the "Send Email" button

## 3 | CHECK YOUR EMAIL

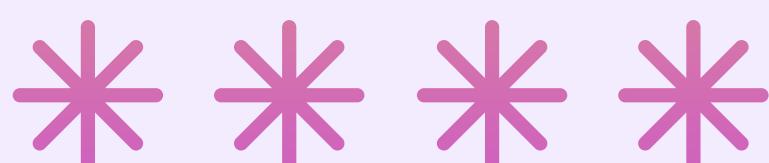


- Open your email inbox (check junk/spam folder if needed)
- Look for an email with the subject "Password Reset"
- Email should arrive within a few minutes



## 4 | CLICK THE RESET LINK

- Open the password reset email
- Click the "Reset Password" button or link in the email
- You will be redirected to the password reset page



## 5 | CREATE YOUR NEW PASSWORD



- Enter your new password in the "New Password" field
- Re-enter the same password in the "Confirm Password" field
- Ensure passwords match
- Click "Reset Password" button to save

## 6 | SIGN IN WITH NEW PASSWORD



- Click "Go to Sign In" button after successful reset
- Enter your email address
- Enter your NEW password
- Click "Sign In" to access your application