# Year 3-12 Reset forgotten eduPass password

eduPass fast card

## Introduction

To reset your password if you forget it, you have to remember your user name, PIN and the answers to the secret questions that you set up earlier.

### 1.

From the eduPass for Students log in screen, click on the Reset Forgotten Password link.

### 2.

Enter your user name and click on the Next button.

### 3.

Enter your user name and click on the Next button.

### 4.

Two of your secret questions will be shown. Type the answers to both questions and then click on the Next button.

### 5.

Type a new password that meets the Department’s rules in the Enter a new password field. Then type the same password in the Re-enter the password field and click on the Next button to complete the process.

Password rules: Your password must include at least seven characters, and include at least one character from at least three out of the four sets below:

• Uppercase letter (A-Z)

• Lowercase letter (a-z)

• Numeral (0-9)

• Special character ()~`#$&@^

Note, your password cannot contain your own name (first name or last name in full).