Password Reset
User Manual

Steps to resetting your password:
1. Home page

2. My Profile
   The information entered here will be used in resetting your password. The following must be entered:
   - Your personal email (not Your AIU email)
   - Your phone number
   - Select a question and answer
3. Choose the appropriate link:

   a) Change Password
      
      You need not to have forgotten your password

Once you place the cursor on the new password input, the requirements for a new password appear in blue
Every correct character requirement will make the appeared requirements for a new password turn from red to green.

b) Forgot?
Choose the preferred link to change your password:

i. Question
Select and answer the question you had set on My Profile page

Enter the set email in My Profile page and a link will be send to that email. Click the link and it will redirect you to change password page.