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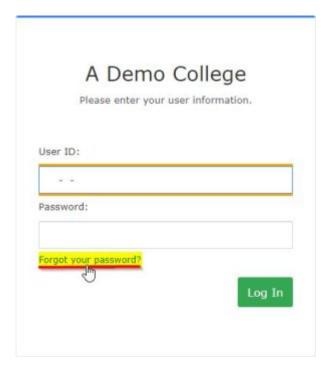
Forgot your password?

If you forgot your password but know your **User ID** and **Email** that is associated with your **Accudemia** account you can go to your school's **Accudemia** website (http://<myschool>.accudemia.net)or at a designated **Sign-in Station** onsite and click the **Forgot my Password** link. You'll then receive an e-mail message with instructions to follow to reset your password.

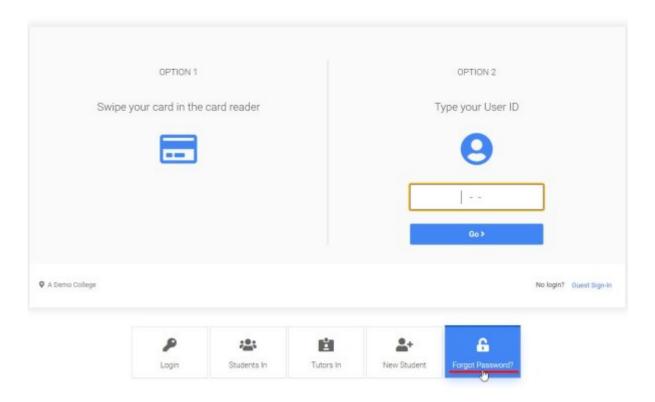
If this process fails then contact your admin as needed

The following steps will guide you to reset your password:

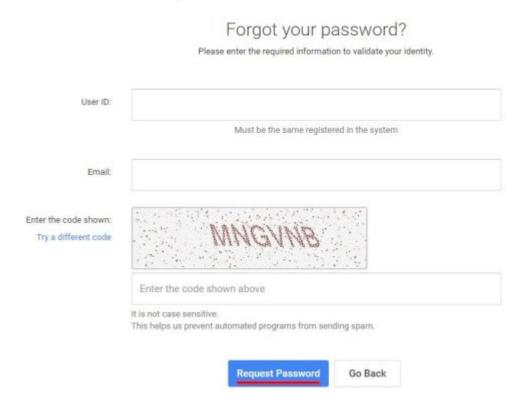
1. Click **Forgot your Password?** on the login page or **Forgot Password?** on the Kiosk sign-in/sign-out Station.



Welcome! This is a Sign In Station for your Center SIGN-IN / SIGN-OUT



2. In the **Forgot your password?** page fill in the information needed: User ID, Email, CAPTCHA code. When done click on **Request Password** and an Email should have been sent to your address.



As noted above the **<myschool>** part of the website above and **User ID** will typically be provided by your school's **Accudemia System Administrator**. If you are still having trouble logging into Accudemia then Click here to learn how to contact your **System Admin**.

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- 3. After checking your email, a link will direct you to a web page that lets you type in your **New Password**.
- 4. You'll now be able to log in to Accudemia with your new password, an email confirmation of your new password will be sent to your email.

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