Forgotten Password

If you forgot your password you may request a temporary password through the online system. Click on Log In.

On the next page, enter your username and then click on I Forgot My Password. The system will walk you through the screens to change your password. This way, you do not create another “Account”.
On the next screen, enter your Username (firstname.middleinitial.lastname) again and then click on Submit.

A temporary password is sent to your email address on record. Click on Go To Login.
In the e-mail you receive, copy and paste the temporary password in the password block and then click Login. To copy and paste, highlight the entire temporary password found in the e-mail and press Ctrl-C on your keyboard. Then go back to the login screen and enter your username again and click in the password box and press Ctrl-V on your keyboard.

**Changing Your Password**

If you wish to change your password to something that is easier to remember, click on Edit Profile at the top of your User Statement Activity Page.
At the bottom of the Edit Profile page, click on **Change Password**.

Enter the new **password** twice in order to confirm it. Then click on **Submit**.
You will automatically be returned to the Edit Profile page with the note *Password has been changed* (the note does not appear on this screen shot). Click on **Return to Dashboard** at the top.

On the User Statement Activity page, you may **View Filed Statement(s)**, **Start New Statement** or **Logout**.