## **E-Services**



## Request a New Password

Steps	Descriptions
1.	Access the UHCL E-Services page at <a href="https://www.uhcl.edu/eservices">www.uhcl.edu/eservices</a> .
2.	Select the <b>Students and Faculty tab</b> .
3.	In the UHCL E-Services Login box select Request A New Password?  UHCL E-Services Login  Students and Faculty Staff  User ID  Password  Login using your UHCL username or 7-Digit Student/Employee ID Number Example: huntern or 1234567 Lookup UHCL username Request A New Password? Request My User ID  Sign in
4.	Enter your 7-Digit Student/Employee ID Number. Click Continue.  UNIVERSITY OF HOUSTON SYSTEM  Forgot My Password  If you have forgotten your password, or your password has expired, you can have a new password emailed to you.  Enter your User ID below. This will be used to find your profile, in order to authenticate you.  User ID:  Don't know your User ID? Click Here
5.	Answer the validation question.
	Click Email New Password
6.	Your new password will be emailed to your preferred email address. Please remember that this password is for your 7 digit ID only and does not reset your UHCL network password.