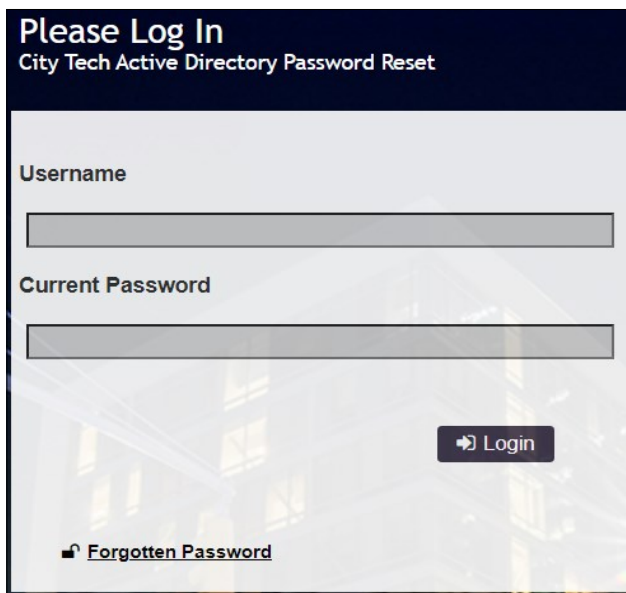


CITY TECH ACTIVE DIRECTORY PASSWORD RESET-CHANGE PASSWORD

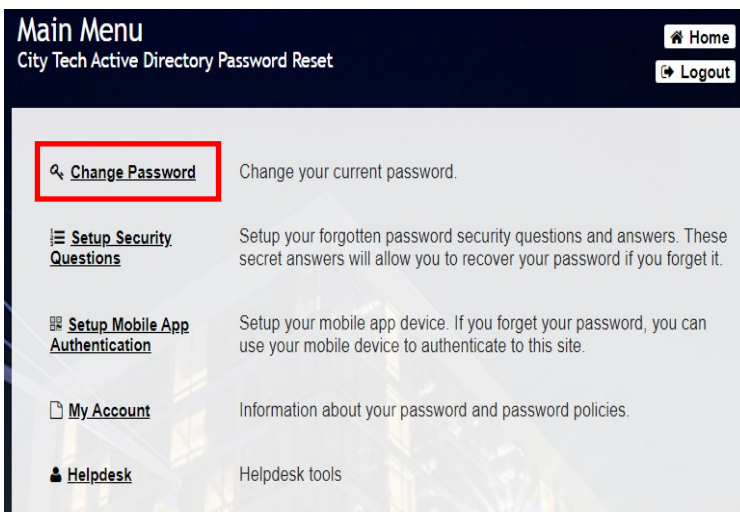
1. Open a Web Browser and enter the url <https://forgot.citytech.cuny.edu> in the address bar.
2. Login to SSPR using your current email credentials.



Username: **Firstname.Lastname**

Password: **City Tech AD password**

3. Click **Login**.
4. Select **Change Password**.



5. Follow the Password Requirements.

Create a new password according to the follow password requirements.

New Password Requirements

- Password is case sensitive.
- Must be at least 8 characters long.
- Must have at least 1 number.
- Must have at least 1 lowercase letter.
- Must have at least 1 uppercase letter.
- Optional special characters allow (!@#\$%^&)

- Must not include part of your First name, Last name or username.
- Must not be the last 4 used passwords.
- Must not include the following values: test password
- Must contain minimum of 8 characters

6. Click **Change Password** and wait for the password to be updated. Click **Continue**.