UIS SERVICE DESK

PASSWORD RESET

How to reset your CU System Administration account password

PURPOSE:

• How to recover or change your CU System password without the Service Desk's assistance

Open a browser and go to: https://password.cu.edu NOTE: This is not the link to change admin-account passwords or CU campus passwords. It is only for CU System Administration employee accounts.	<image/>	
Enter your username and click Send Request.	Control Contro	





Contact UIS Call: (303) 860 4357 Email: help@cu.edu

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A code will pop up in the browser window. Verify your identity by entering this code in the Duo Mobile app.





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Enter your new password, keeping in mind the CU System password requirements:

- Must contain at least 12 characters
- 2. Must contain at least one uppercase letter
- 3. Must contain at least one lowercase letter
- 4. Must contain at least one numeral
- 5. Must contain at least one special character
- 6. Must not be one of your previous passwords

Then, reenter your password to confirm and hit **Reset**.

You should receive an email notification that your password has been changed.





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