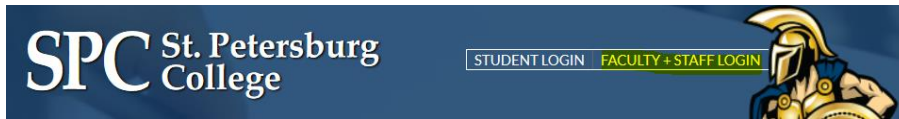


Change / Forgot password link

1. Click on Faculty/Staff Login link



2. Click on Change / Forgot Password link



Sign in with your SPC email address

Keep me signed in

Sign in

[Look up your email address / student ID](#)

[Change / Forgot Password](#)

[Create a password](#)

[Why am I seeing this page?](#)

3. Forgot My Password page – faculty/staff - User ID - use: lastname.firstname



Forgot My Password

This page is only for SPC Students and Employees.

If you have forgotten your password, or your password has expired, you can create a new password.

Enter your student ID or **employee login (LastName.FirstName)** below.

User ID:

Continue

4. Click on Continue

5. Fill out necessary information

MySPC

Forgot My Password

User ID: TITAN.JOE

This page is only for SPC Students and Employees.

Please answer the following questions below for user validation.

*Last 4 digits of SSN:

*Date of Birth: MM/DD/YYYY

Question: What is the name of the first street you lived on?

*Answer:

Please enter your new password. This password can be used to access MySPC (web-based student information and registration system), MyCourses (online classes), and your SPC email account. The password will have to follow these standards:

- A. The password cannot be one you've used previously.
- B. The password cannot contain any part of your name or username.
- C. The password must be at least 8 characters.
- D. The password must contain characters from at least three of the following five categories:
 1. One English upper case letter (A-Z).
 2. One English lower case letter. (a-z)
 3. One number. (0-9)
 4. One non-alphanumeric. (such as: !@#\$)
 5. One "Unicode/Special" character. (such as ¥,©,J)

*New Password:

*Confirm Password:

6. When finished, click on Change Password button

7. Please allow up to 20 minutes to update your password.

For additional assistance, please contact the Technical Support Center at 727-791-2795.