

How to Reset Your LASP Web Account Password

If you have forgotten or misplaced your LASP password, please follow the steps in this guide to reset your password.

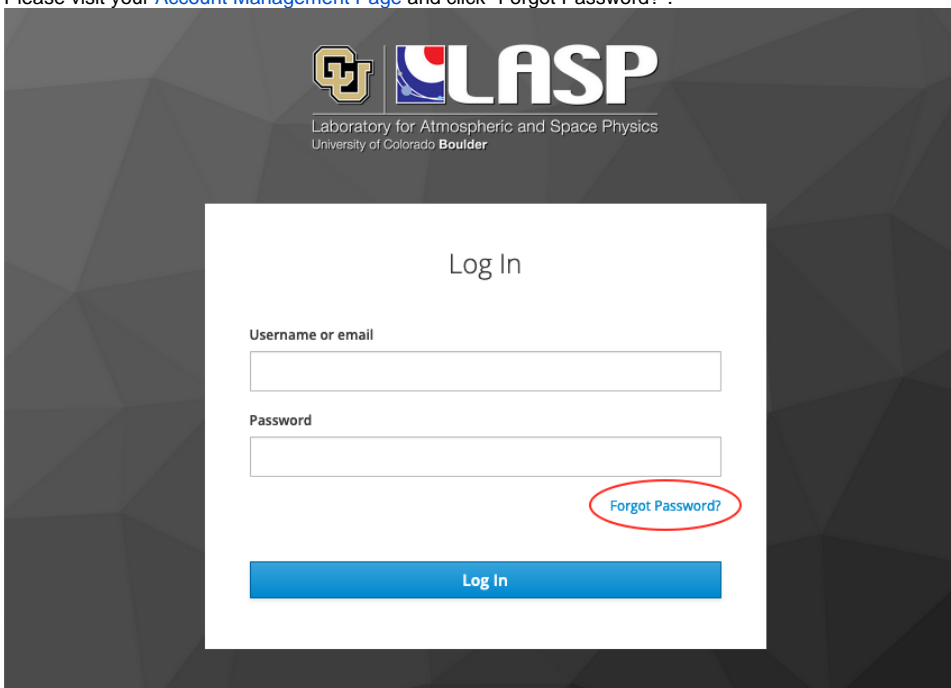
Password Policy

The follow password policy is in place

- Can not re-use previous 5 passwords
- Can not be your username
- Minimum length of 8 characters
- Must contain at least 1 digit
- Must contain at least 1 lower case character
- Must contain at least 1 upper case character
- Must contain at least 1 special character: (`~! ?<> , . / \ ; : @ # \$ % ^ & * _ + =)

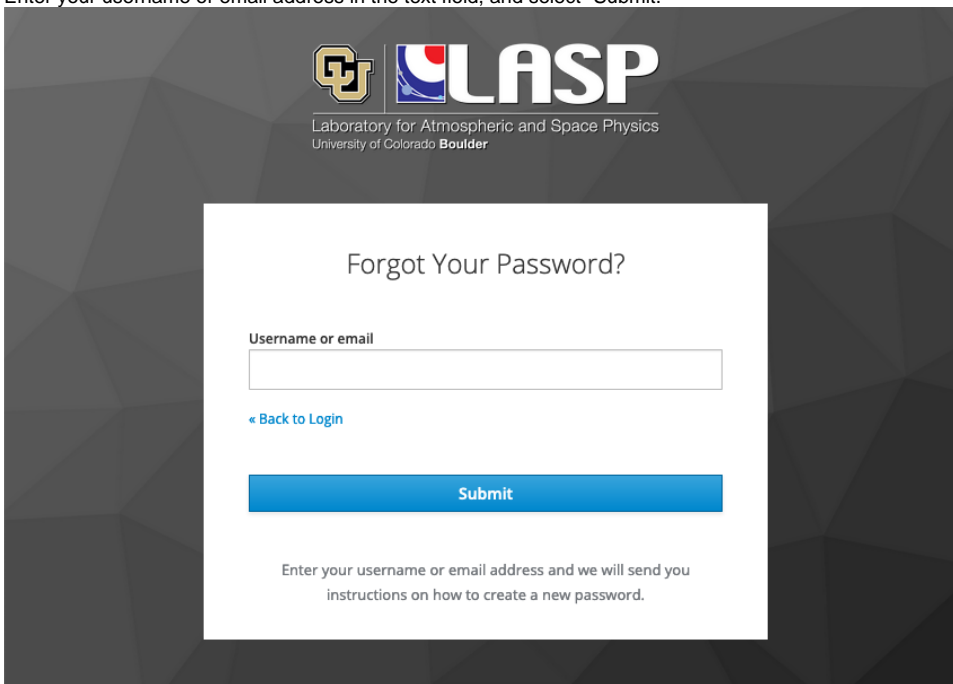
How to Reset Your Password

1. Please visit your [Account Management Page](#) and click "Forgot Password?".



The screenshot shows the LASP (Laboratory for Atmospheric and Space Physics) login page. At the top, the CU Boulder logo and LASP name are displayed. Below the header, the text "Log In" is centered. There are two input fields: "Username or email" and "Password". To the right of the "Password" field, the link "Forgot Password?" is circled in red. At the bottom of the form, there is a blue "Log In" button.

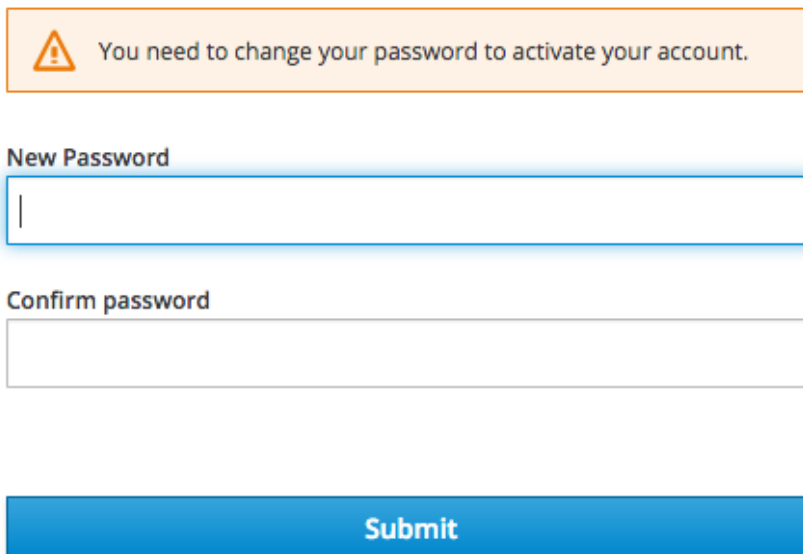
2. Enter your username or email address in the text field, and select "Submit."



The screenshot shows the 'Forgot Your Password?' form on the LASP website. At the top, the LASP logo is displayed, consisting of the University of Colorado 'CU' logo and the text 'LASP Laboratory for Atmospheric and Space Physics University of Colorado Boulder'. The form itself is a white box with a dark background. It has a title 'Forgot Your Password?' and a text input field labeled 'Username or email'. Below the input field is a blue link '« Back to Login'. At the bottom of the form is a blue 'Submit' button. Below the button, there is a message: 'Enter your username or email address and we will send you instructions on how to create a new password.'

3. The system will send you an email with a link to reset your password.
4. The link in the email will take you to a site where you will be prompted you to create a new password. **Enter** and **Confirm** your new password and select "Submit".

Update password



The screenshot shows the 'Update password' form. At the top, there is an orange warning box with a triangle icon and the text 'You need to change your password to activate your account.' Below this, there are two text input fields. The first is labeled 'New Password' and the second is labeled 'Confirm password'. At the bottom of the form is a blue 'Submit' button.

5. If you wish, navigate back to the [Account Management Page](#) to login and verify your password has changed.

Related articles

- [How to Check or Setup LASP O365 MFA](#)
- [How to Download the LASP VPN application \(Cisco AnyConnect\)](#)
- [How to Connect to the LASP VPN](#)
- [How to Reset Your LASP Web Account Password](#)
- [How to Activate Your LASP Web Account](#)