

CHANGING YOUR UCDC ACCOUNT PASSWORD BEFORE ARRIVING AT UCDC

STEP 1: Go to <https://password.ucdc.edu> and enter your username and the CAPTCHA.

Enter Your User Name

USER NAME : First Name Initial + Last Name

(Example: Joe California: jcalifornia@ucdc.edu).

Enter your user name (for example, domain\username or username@domain):

jcalifornia@ucdc.edu

Enter the characters you see on the picture.

RJCJR

 Get new image

RJCJR

STEP 2: Click on **Change Your UCDC Temporary Password**. Enter your username & temporary password that was e-mailed to you by itsupport@ucdc.edu.

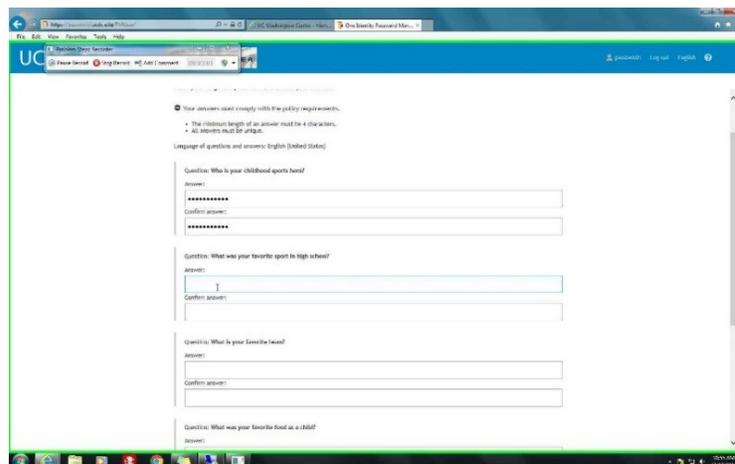


Change Your UCDC Temporary Password

Click Here to securely change the temporary password that was sent to you by UCDC IT.

Passwords must contain a minimum of 8 characters and include, at least, one character from each category: uppercase letters (A-Z), lowercase letters (a-z), base 10 digits (0-9), non-alphanumeric (!, @, #, \$, %, ^, &, *, (,), -, +, <, > or ?).

STEP 3: Please complete the Questions and Answer Profile – This will allow you to unlock your account and reset your password in case you forget your password.



How do I ask for IT help?

Send an e-mail to itsupport@ucdc.edu using your primary e-mail address or visit the IT Unit on the third floor.