



PRAIRIE VIEW A&M UNIVERSITY

A Member of the Texas A&M University System

March 20, 2008

OFFICE OF BUSINESS AFFAIRS MEMORANDUM No. FY 08-39
Distributed via Campus Email

MEMO TO:

FROM: Mary Lee Hodge, Vice President for Business Affairs

RE: Self-service Password Reset

All faculty, staff and students are required to change their Network password every 90 days or when a special reset has occurred. Information Technology Services has developed a convenient self-service password reset webpage that can be accessed, 24/7 from both off and on campus via the IT web page at <https://mypassword.pvamu.edu>. This will allow individuals to reset their passwords without contacting the Help Desk.

To use this self-service password reset feature, you **MUST** answer a series of challenge questions **BEFORE** your password expires or is forgotten. You are urged to change your password and enter your responses to the challenge questions as soon as possible.

If you have any question regarding this self-service reset feature, please contact the IT Help Desk at x2525.

xc: Mr. Luis-Pablo Grijalva

MLH/pgs