End User – Log in to Reauth to Re-set Password
(Desktop)

Note: Resetting your password through Reauth is different if you choose to do so via a desktop computer or a mobile device. These instructions are for resetting your password through reauth on a desktop computer or laptop.

1. Upon clicking the link, you will be asked to log-in (via PING single sign-on). Skip typing in a username or password and instead click on “Reauth.” Enter your VUNetID on the next page and click “Continue.”
2. The next page will ask for personal information in order to verify your account. Please note all fields are required and the “Date of Birth” field requires you input the information as MMDDYYYY, for example: 01012018 for January 1, 2018.

3. You will then link to the Policy. Read through it, click the check box to confirm you’ve read it and accept it, and then click “Continue.”
4. Once you’ve accepted the policy, you will be able to set a new password. Fill in your new password to the “Password” field and confirm it in the following. Please note the required criteria for new passwords.

5. After you’ve created your new password, you will be asked some “Authentication Questions” to provide some added security to your account. You must select a question and provide an answer for all the three fields. Click “Continue.”
6. The form will change slightly and grey out all your answers. Confirm your answers and click “Submit” to complete.