

5 - Change Password:

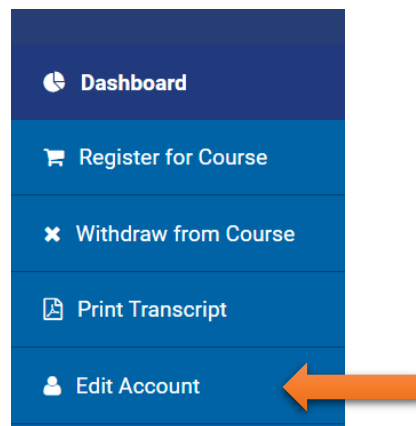
The Genius Dashboard navigation bar is where you will go to change your password.

Step 1: Access the **Academy of Peer Services:** <https://www.academyofpeerservices.org>

If you are **not** already logged in, click **Log in** (upper right button)




Step 2: Click **Edit Account** in the navigation bar (left side of screen).



A new screen appears. Your Last Name, First Name, and registered email should already appear in the window.

Step 3: Click **Change my password** check box.

Phone

Change my password 

Old Password*

New Password*

Confirm Password*

The **Change Password** fields turn white and you can now enter information.

Step 4: Enter your current password in **Old Password** box.

Step 5: Enter a new password.

(Minimum length is now 8 characters with at least one uppercase, one lowercase, one number, and one symbol)

Step 6: Enter the new password again to confirm it was entered correctly.

Step 7: Click **Save**.

This message will be displayed.



Your account was successfully updated.

Step 8: If the new password is not accepted, correct any errors.



Need help? Send email to: academyofpeerservicesnyomh@gmail.com