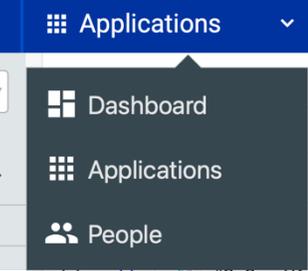
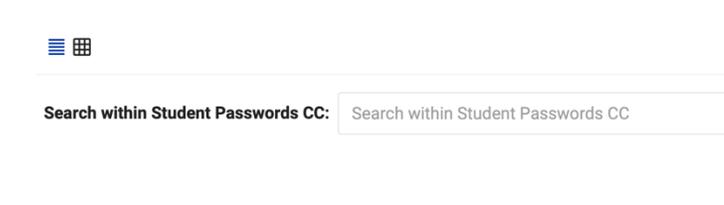
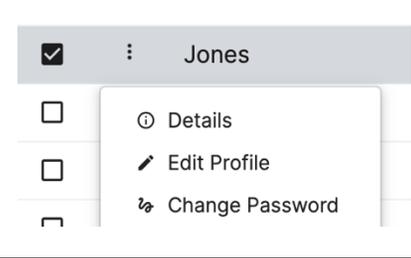


How to Reset Student Passwords

<p>1. Log in to MyAccess@APS https://myaccess.apsva.us</p>	
<p>2. Click on 'Applications' and select 'People' from the drop-down menu.</p>	
<p>3. In the 'Search' box in the tool bar, type in the student's name or student ID number and press 'Enter'.</p>	
<p>4. Click on the three dots to the left of their last name and select 'Change Password'. The password policy will be displayed based on the student's grade.</p>	
<p>5. After the password has been reset, if the student requires a QR Code select the three dots again and select 'Generate QR Code'. Choose 'Secure' then 'View'. It will display the QR Code so that you can print.</p>	