

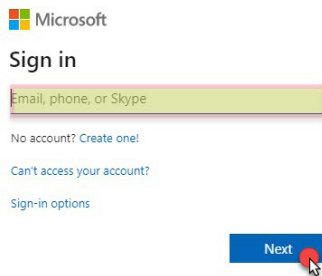


Set password using the Self-Service Password Portal. You will be prompted to set up security questions. After you register, you will be able to reset your Kyrene password from anywhere online.

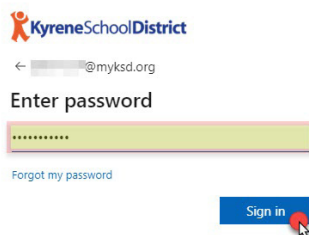
Set Password:

1. Navigate to the password registration website:
<https://aka.ms/ssprsetup>

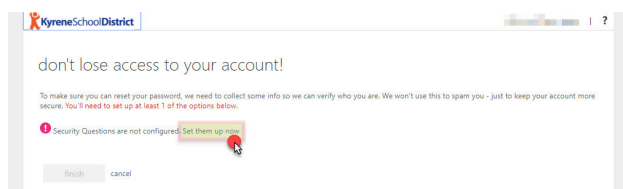
Enter student ID (studentID@myksd.org) on Sign In screen. Click **Next**.



2. Enter student password. Click **Sign In**.



3. Click **Set them up now** link to register three security questions.

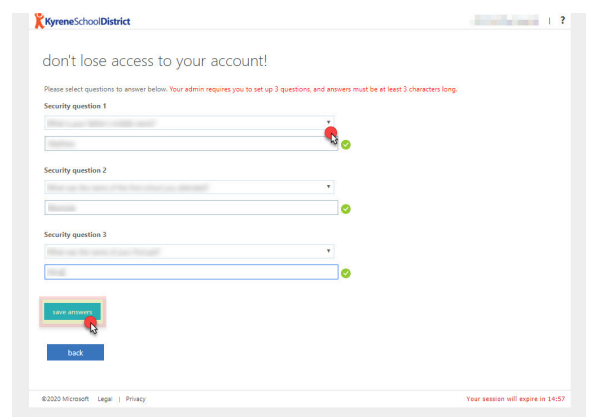


4. Click the drop-down menu under the security question to select question. Enter answer below.

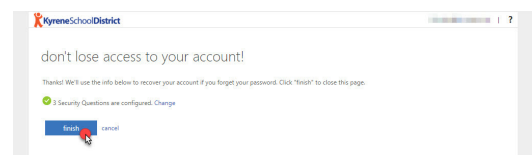
Remember these answers in case you need to reset your password.

When finished, click **Save Answers** button.

Note: Security answers can be 3 to 40 characters long. Duplicate answers to security questions are not accepted.



5. A confirmation message will appear. Click **Finish** button.



(You will be automatically redirected to your Microsoft account page. You can close this window.)

Reset Password:

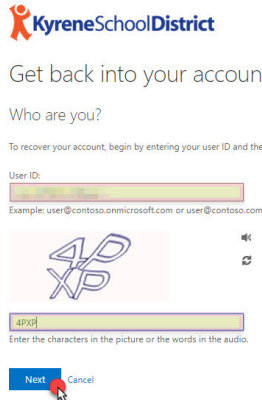
1. Navigate to the password reset website:
<https://aka.ms/sspr>





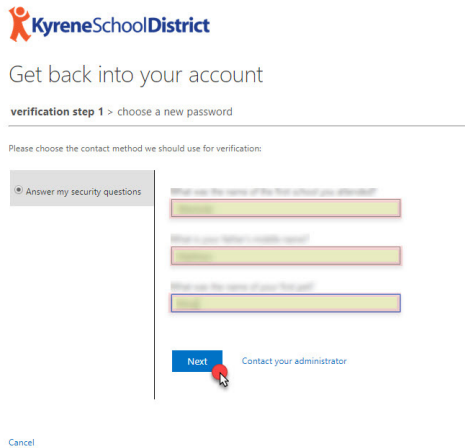
- 2. Enter student ID (studentID@myksd.org) in the User ID field.

Enter characters shown on screen. Click **Next** button.

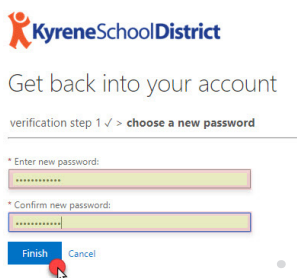


- 3. Enter answers to all three security questions. Click **Next** button.

(Note: Click **Contact your Administrator** link to send an email to Kyrene Technical Support.)



- 4. Enter new password. Click **Finish** button.



- 5. A confirmation message will display on the screen.



Get back into your account

✔ Your password has been reset

- 6. You will receive a confirmation email from **msonlineservicesteam@microsoftonline.com** with the subject line:

“Your Kyrene School District password has been reset”

You will need to sign in to any devices, websites or applications with your new password.