

## How To Reset Your Password:

1. Go the **apres.org** website
  2. Select **Create Your Password** (Dark orange box, middle of screen).
  3. Enter your e-mail in the “password reset screen”....must be the same e-mail that is in your Apres profile.
  4. You will receive an email with a temporary password in a few minutes.
  5. Make sure to check your Junk, Promotions (especially if you are using gmail) or Spam folders if you do not see the email in **5 minutes**.
  6. In the e-mail you receive there will be a temporary password.
  7. **Copy** that temporary password.
  8. Select the link to reset password.
  9. In the reset screen:
  10. **Paste** the temporary password in the temporary password section (replacing xxxxx).
  11. Then enter your new password and click on “**Submit**”.
- **Your new password must be between 8 and 20 characters in length, use UPPER and lower cases, a number and any of these special characters: ! \$ % # & . ~ \_**
  - Your password is now reset and you can now sign in.