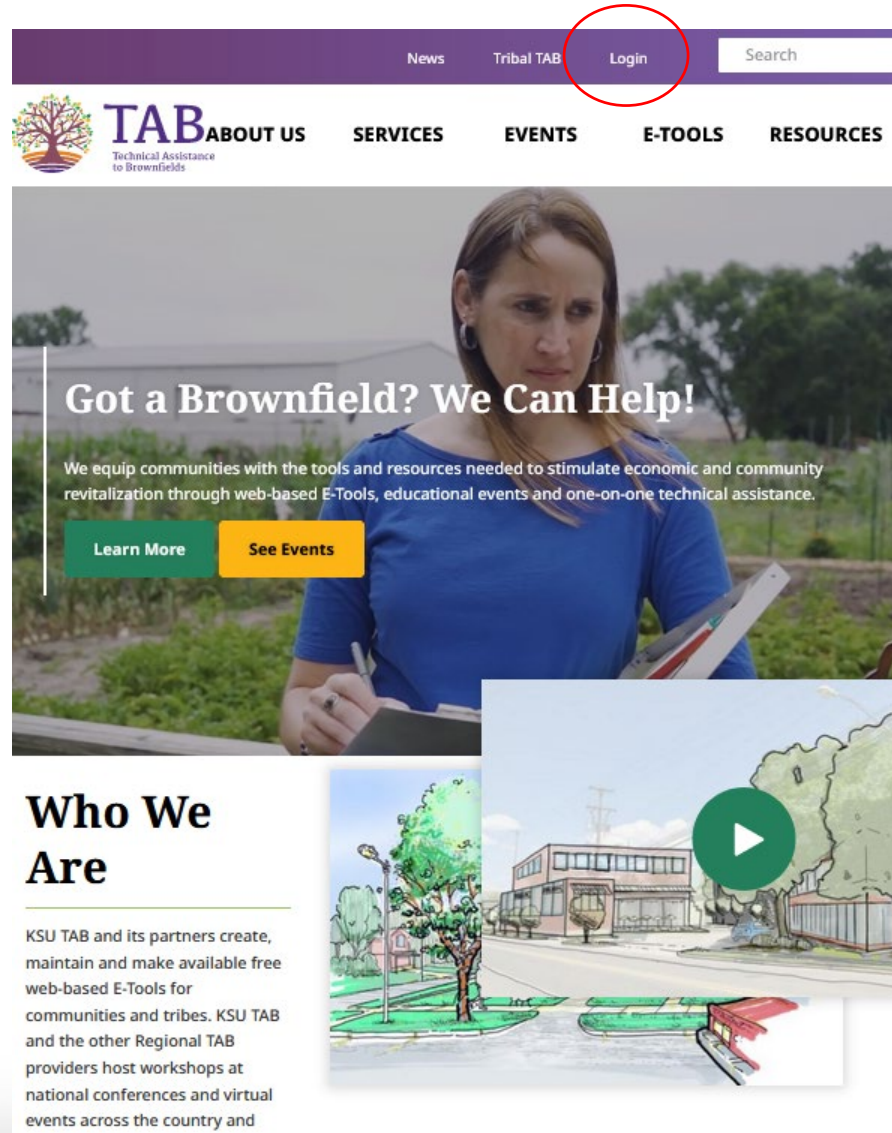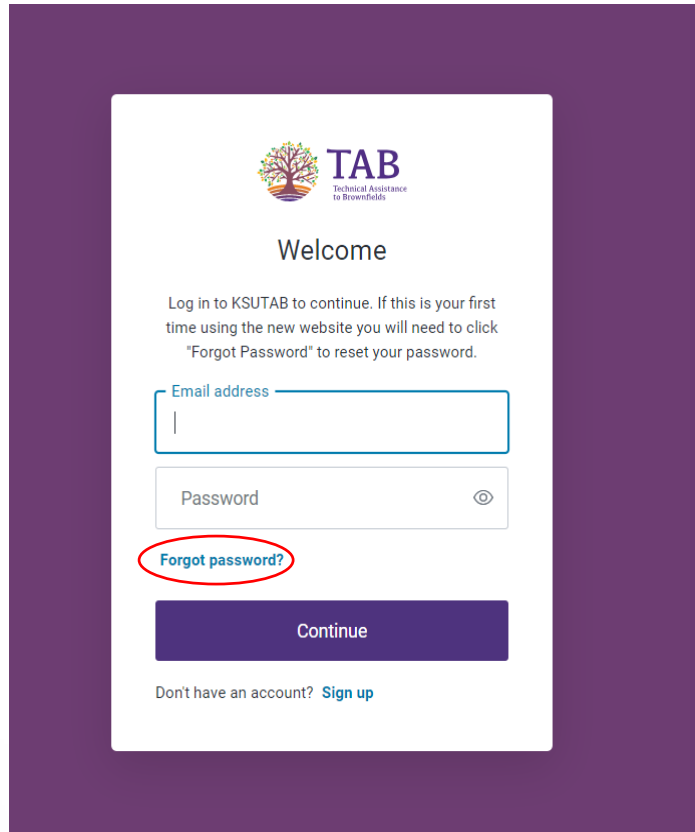# Let's Get You Logged Into Your Account

For users that previously had a KSU TAB Account, you will need to reset your password the first time you log in.

From any page on the KSU TAB Website, click "Login" at the top right hand of your screen.

The Instructions that follow will guide you through the process of resetting your password.

Step 1: Click "Forgot Password"
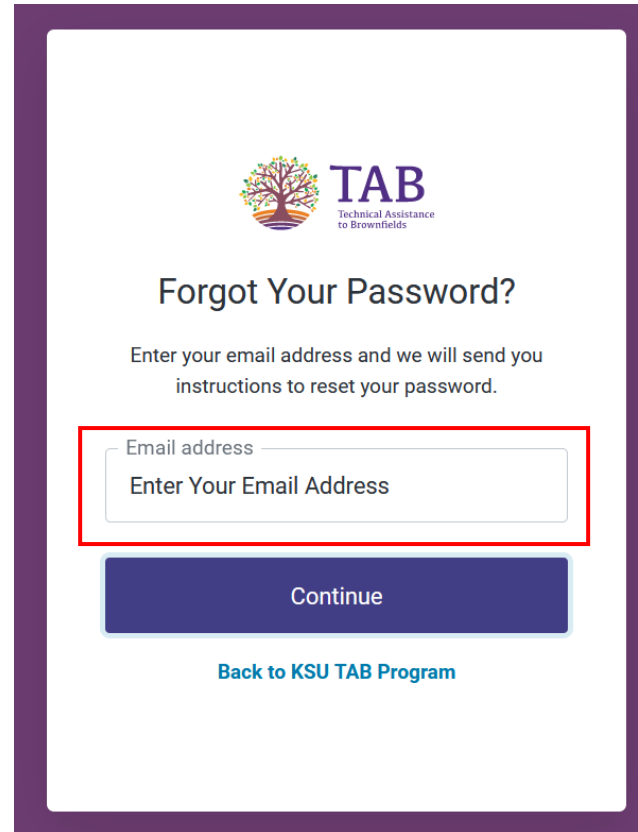
Step 2: Enter the Email Address associated with your KSU TAB Account.
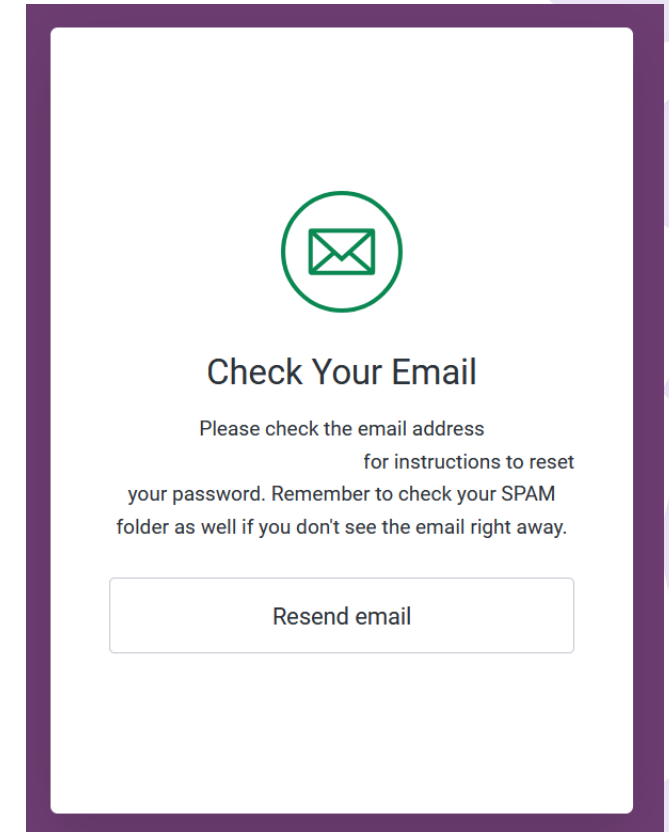
Step 3: Check Your Email

Step 4: Locate the Email
Tip: Make Sure to check your junk/spam folder

KSU TAB Program 12:52 PM
To:

KSU TAB Password Reset Request

Password Change Request

You have submitted a password change request.

If it wasn't you please disregard this email and make sure you can still login to your account. If it was you, then **confirm the password change** [click here]().

Thanks!
The KSU TAB Program

If you did not make this request, please disregard.

Step 5: Change Your Password.
Tip: Your password can be the same as before as long as it meets the requirements

Change Your Password

Enter a new password below to change your password.

New password
••••••••••

Re-enter new password
••••••••••

Your password must contain:
✓ At least 8 characters
✓ At least 3 of the following:
  ✓ Lower case letters (a-z)
  ✓ Upper case letters (A-Z)
  ✓ Numbers (0-9)
  ✓ Special characters (e.g. !@#$%^&*)

Reset password

You're all set. You can now login using your email and password

✓

Password Changed!

Your password has been changed successfully.

Back to KSU TAB Program