How to Reset a Forgotten Password

Note: to be able to reset your password, your Lehman Account must have been previously claimed (registered). If you did not register your Lehman Account before and you have forgotten your password, please contact the IT Help Desk via:

<table>
<thead>
<tr>
<th>Chat Bot</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td><a href="https://www.lehman.edu/itr/help-desk.php">QR Code</a> Enter keyword “AGENT” in the chatbox</td>
<td><a href="mailto:help.desk@lehman.cuny.edu">help.desk@lehman.cuny.edu</a></td>
<td>718-960-1111</td>
</tr>
</tbody>
</table>

How Can I Reset My Forgotten Password?

<table>
<thead>
<tr>
<th>Step 1</th>
<th>Step 2</th>
</tr>
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<tr>
<td>From the Lehman website, click on Login at the top right corner.</td>
<td>Click on Password Manager.</td>
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You can also access this page directly by visiting [https://www.lehman.edu/itr/pm/](https://www.lehman.edu/itr/pm/) or by scanning the following QR code:
### Step 3

Click on **Reset Forgotten Password**.

- **Register Your Lehman Account**
  
  Account registration enables the full use of the self-service system including the ability to reset a forgotten or expired password. Answers to your security questions should be memorable, but not easily obtained by someone else.

- **Reset Expired Password**
  
  Registered users can click here to reset an expired password. You will be asked to respond to your security questions. Your new password must be different from your expired password. Passwords must be 8 characters. Click here for guidelines.

- **Reset Forgotten Password**
  
  Registered users can click here to reset a forgotten password. Passwords must be 8 characters including Click here for guidelines.

### Step 4

Enter your Lehman Account **username**. Proceed to enter the ReCAPTCHA characters and click on **Submit**.

![ReCAPTCHA](image_url)

### Step 5

You will be prompted to **answer some of your security questions**.

- **Username**: Lehman Students
- **Question 1**: What was your dream job as a child?
  - **Answer 1**: Chai
- **Question 2**: What is the last name of your favorite school teacher?
  - **Answer 2**: Teacher

### Step 6

Create a new password and click **Submit**.

- **Username**: Lehman Students
- **New Password**: *******
- **Confirm New Password**: *******

![Submit Button](image_url)
Your Password Must Contain:
• At least 8 characters
• At least one upper case letter
• One lower case letter
• One number
• You may also use special characters if preferable

You are done! You will see a confirmation message once the reset is successful.

If you need login assistance, please contact the IT Help Desk via:

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