

# Password Requirements

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## Overview

Your password must contain at least 9 characters, which must include letters. Spaces are permitted.

The system uses a password strength estimator to judge the strength of your password and recognizes and weighs 30,000 common passwords, names, words, and patterns to ensure your password is as secure as possible.

When creating or resetting your password, a color-coded password strength indicator is displayed. If your password doesn't meet the minimum requirements, the indicator will include suggestions on how to bring your password up to the required level of security. Each color represents the following:

- **Red:** Your password does not meet any or most of the minimum requirements.
- **Yellow:** Your password does not meet some of the minimum requirements.
- **Green:** Your password meets the minimum requirements.
- **Blue:** Your password surpasses the minimum requirements.

**R.** Reset Password

\* New Password

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SHOW PASSWORD

●○○○○ Add another word or two. Uncommon words are better.

SET PASSWORD

*Reset Password Screen*

By default, your password expires every 90 days. At the end of the 90-day period, you'll be prompted to change your password after a successful login. Your new password must meet the requirements outlined above. If you forget your password, you can send a reset link to your account email by clicking **Change Password** at the login screen.



**Note:**

You cannot reuse your current password when resetting it after expiry or resetting it via email. Also note that you must wait 15 minutes between password reset requests.

After three failed login attempts, you will be locked out of your account and you must wait 15 minutes before attempting to log in again.