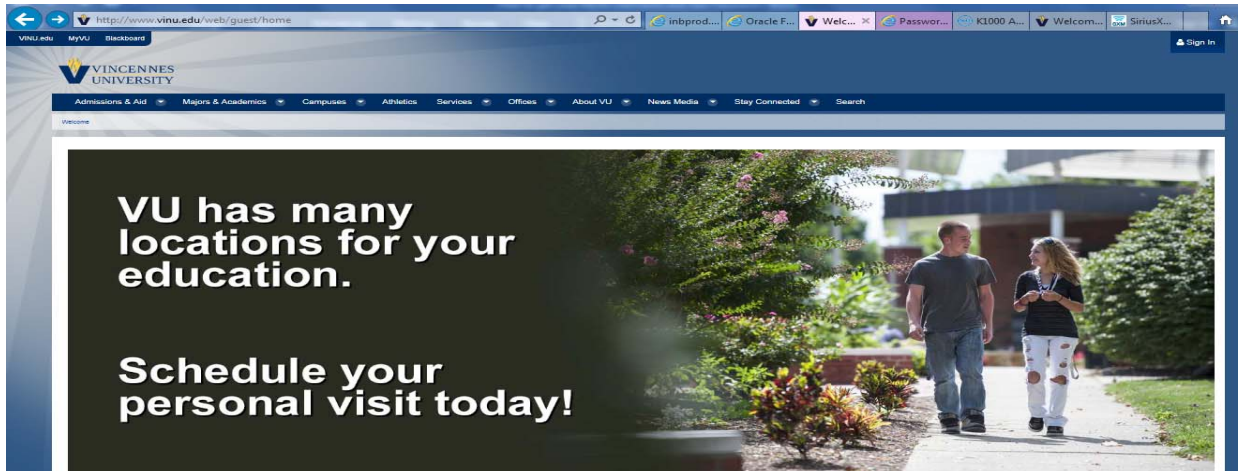


# How to retrieve your MyVU Username and New Password

1. Log onto the Main Vincennes University Web Page. [www.vinu.edu](http://www.vinu.edu)



2. Click the link that says "MyVU"
3. Up and to the Right of the Username area is a link that says :

[Need Username/Password Help?](#)

Click that.

4. This will open a new page. Put in your Student ID number **OR** your social security number

**Password Reset**

Provide one of the values below to request a password reset.

Social security number

A number (student id)

- 5.
6. Click submit
7. The system will send you an email to your email account on file. The email will come from Web Master. Following the instructions to receive your MyVU Username and new password. (You will get one email from Web Master, click the long link at the bottom. Refresh your email browser. You should get a second email from Web Master, it will contain your Username and new Password.)

The correct way to change your computer generated password:

After you have signed on and confirmed your preferred email account and signed the Financial Agreement, look to the left of the screen for an area called "My Access". In that My Access area is a link that says "Change Your MyVU Password." Click that to input a more user-friendly easily remembered password for your MyVU account.