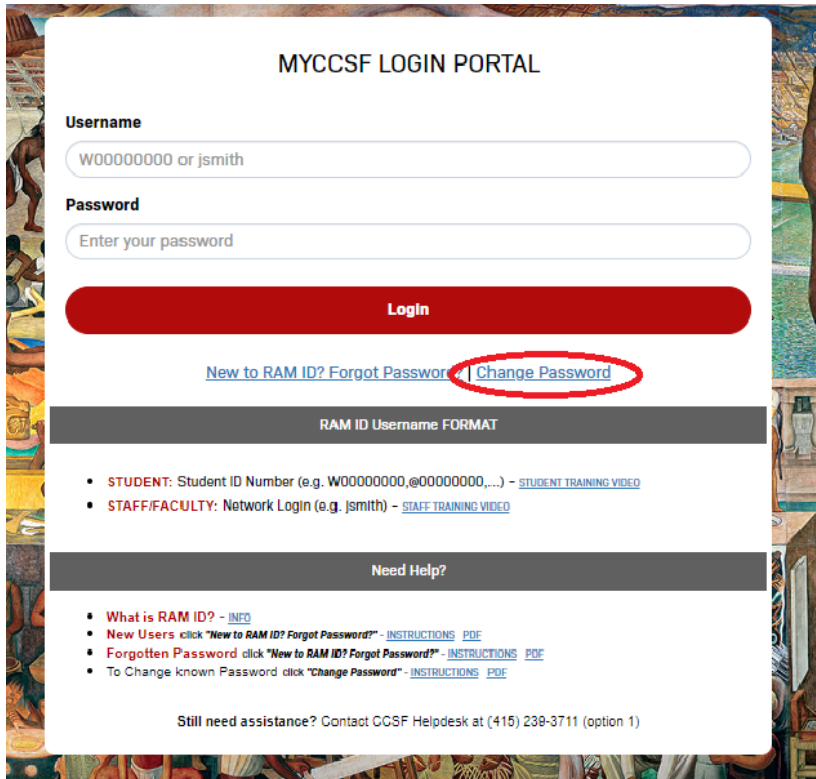


Change RAM ID Password

Users have the ability to manually change their own passwords at any time. This option is especially helpful if you'd like to change your password from off campus. The "Change Password" link will allow the user to enter their current password and set a new password. Note: You MUST know your current password to use this option.

1. Click on "Change Password" link from the MYCCSF LOGIN PORTAL:



The screenshot shows the MYCCSF LOGIN PORTAL interface. At the top, it says "MYCCSF LOGIN PORTAL". Below that are two input fields: "Username" with the placeholder text "W00000000 or jsmith" and "Password" with the placeholder text "Enter your password". A red "Login" button is positioned below the password field. Underneath the button are three links: "New to RAM ID? Forgot Password", "Change Password" (which is circled in red), and another link. Below the links is a section titled "RAM ID Username FORMAT" with two bullet points: "STUDENT: Student ID Number (e.g. W00000000,@00000000,...) - STUDENT TRAINING VIDEO" and "STAFF/FACULTY: Network Login (e.g. jsmith) - STAFF TRAINING VIDEO". Below that is a "Need Help?" section with four bullet points: "What is RAM ID? - INFO", "New Users click 'New to RAM ID? Forgot Password?' - INSTRUCTIONS PDF", "Forgotten Password click 'New to RAM ID? Forgot Password?' - INSTRUCTIONS PDF", and "To Change known Password click 'Change Password' - INSTRUCTIONS PDF". At the bottom, it says "Still need assistance? Contact CCSF Helpdesk at (415) 238-3711 (option 1)".

2. Enter your RAM ID and *current* password

- **Students:** Your username is the same as your "Student ID number"
Student Format: W00000001, @00000001, etc.
- **Faculty/Staff:** Your username is the same as your "Network Login ID"
Faculty/Staff Format: jsmith

Set Password

Please provide your username below then click the 'Continue' button

Username

Continue

Cancel

Set Password

Please provide your current password then click the 'Continue' button

Username

Password

Continue

Cancel

3. On the SET PASSWORD screen, enter and confirm your new password; adhering to the password requirements listed below:
 - Your password must contain at least 8 characters (32 maximum)
 - You cannot reuse any of the last 2 passwords used at CCSF
 - Your password cannot contain any part of your name or username
 - Your password must contain at least 1 numeric and 2 of the 4 following types of characters: upper case letters, lower case letters, symbols.

Set Password

Please provide your new password, confirm it then click the 'Continue' button

Password Complexity Rules

Your new password must satisfy the following rules:

- At least **8** characters long
- Be **32** or fewer characters long
- At least **1** numeric character
- Not contain the **< char OR &#**

Username

New Password

Confirm Password

Continue

Cancel

Once password requirement has been meet, you will see checkmarks alongside each rule:

Password Complexity Rules

Your new password must satisfy the following rules:

- *At least **8** characters long ✓*
- *Be **32** or fewer characters long ✓*
- *At least **1** numeric character ✓*
- *Not contain the **< char OR &#** ✓*

Click Continue after you entered your password in New Password and Confirm Password boxes.

Click "Try to continue logging in" to proceed.

END-USER SELF SERVICE

Password Reset Successfully

[Try to continue logging in](#)

You now have successfully changed your password.