

## Resetting Student Passwords

On a School Chromebook (RETURNING STUDENTS AND TRANSFERS FROM A MSD SCHOOL):

1. On the startup page click on Apps (bottom left of screen)
2. Click on SSRPM
3. Click on Change Password
4. For Username enter student's 6 Digit School ID
5. For Password enter birthdate in the following format: MM-DD-YY (use the dashes)
6. Click Next
7. Enter new password, must be at least 8 characters long. Retype to verify
8. Once successfully reset, X out of reset page and log in to computer (instructions below)

On a School Chromebook (TRANSFERS FROM OUT OF DISTRICT):

1. On the startup page click on Apps (bottom left of screen)
2. Click on SSRPM
3. Click on Enroll
4. For Username enter student's 6 Digit School ID
5. For Password enter birthdate in the following format: MM-DD-YY
6. Click Next
7. There will be a series of security questions to set up. Use arrow on right side of the question bar to select which question you want to answer.
8. Type in answer
9. Repeat as necessary
10. Once successfully reset, X out of reset page and log in to computer (instructions below)

On a Non-School issue device:

1. Go to MSD website: [medford.k12.or.us](http://medford.k12.or.us)
2. Click on Students
3. Scroll down and click on Student Password Reset
4. Follow instructions above starting at #3

Logging on to a School Chromebook

1. On startup page Click blue Next button
2. Scroll down and click on Medford School District
3. On log in screen, type in username: student\  
(student id #) (the word student, not the student's name, backslash, the 6 digit student id number)
4. Password is the one you created above