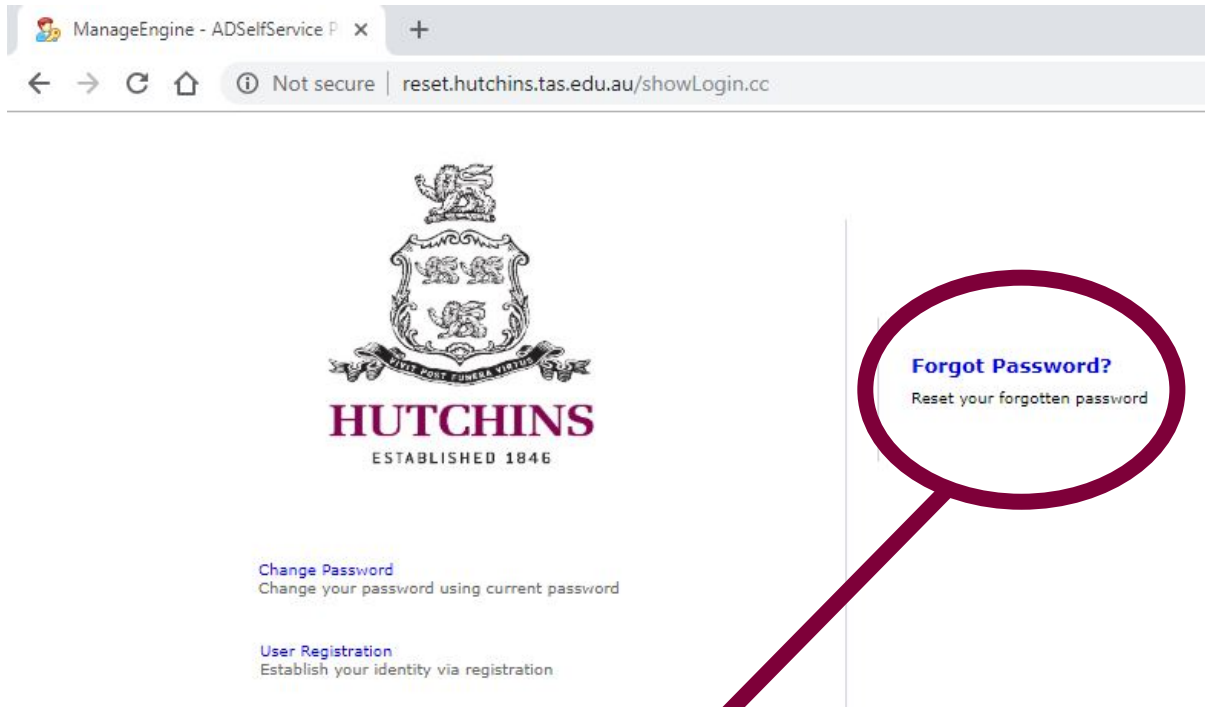


# Password Reset Portal

1. Go to <https://reset.hutchins.tas.edu.au>



2. Click on 'Forgot Password'

3. Enter your 5-digit code i.e. '65555'

**Reset Your Password**  
Please provide your user name and domain name.

Domain User Name  (Example : Jsmith)

Domain Name



4. Then select your email address and click continue.

A screenshot of a web form titled "Send verification code to my". It features a blue envelope icon and a smartphone icon. Below the title is a dropdown menu labeled "Email Id" with the value "test@hutchins.tas.edu.au" selected.A screenshot of two buttons: a blue "Continue" button and a grey "Cancel" button.

5. You should then receive an email from [password@hutchins.tas.edu.au](mailto:password@hutchins.tas.edu.au) with a link to reset the password.

Click this link and you can now change your password.  
It will require a capital letter and a number.

**Note:** If you cannot find it in your inbox try your junk folder