

Password Reset

Visit <https://myaccount.microsoft.com/>

1. Sign in with your LIONS Piedmont Email Address
2. Select **Update Info**

Security info



Keep your verification methods and security info up to date.

[UPDATE INFO >](#)

3. Select **Change** next to **Password**



Security info

These are the methods you use to sign into your account or reset your password.

You're using the most advisable sign-in method where it applies.

Sign-in method when most advisable is unavailable: Microsoft Authenticator - notification [Change](#)

+ Add sign-in method

...	Password	Last updated: a year ago	Change 
	Microsoft Authenticator Passwordless sign-in	iPhone 16 Pro Max	Delete

4. Enter your **Old Password**

5. Enter your **new password**

6. Confirm your **new password**

Change your password

User ID

jeffersondavis@piedmont.edu

Current password



[Forgot your password?](#)

New password



Confirm new password



Cancel

Submit

When creating a password you may receive an error about Password Complexity Requirements. This means your password does not meet one of the below requirements:

Password Requirements

Must be at least 12 characters long.

Must have at least one capital letter.

Must have at least one lower case letter.

Must have at least one number.

Special characters are optional. (Example - !, @, #, \$, %, ^)

Must have a minimum age of 1 day before it can be changed.
Users cannot use the last 24 passwords they have used.
Passwords are non-expiring.

7. Select **Submit** to change your password

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