## **PeopleSoft Access**

1. Go to: <u>https://my.uh.edu</u>

2. If you know your username (PS ID) and password, go ahead and log in.

3. If you do not know your password, click "Request A New Password"

4. Enter your User ID (PS ID) and click "Continue".

## Forgot My Password

If you have forgotten your password, or your password has expired, you can have a new password emailed to you.

Enter your User ID below. This will be used to find your profile, in order to authenticate you.

User ID:	
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Continue

5. Verify your User ID and Email ID to make sure that is you. Enter your date of birth in MMDDYYYY format and click "Email New Password".

Forgot My Password

User ID:		
Email ID:		
Please answer the following question below for user validation.		
Question:	What is my date of birth? (MMDDYYYY format)	
Response:		
After pressing and you will be	the Email New Password button, you will receive an email with your new password, automatically transferred to the Portal login page.	
Email New Password		

6. Log into your email to retrieve your password.

7. Go back to: <u>*https://my.uh.edu*</u> and log in with your new password from the email.