

Changing Your Hokies Password

Note: If you do not know your current Hokies password then contact the [CNRE Help Desk](#).

1. Go to Hokies Self Service (<https://hokiespw.ais.vt.edu/selfservice/authenticate.php>).
2. Login with your current Hokies credentials.
3. Click on the “My Security” tab.
4. **DO NOT CHANGE** your “OU Information” as this might change your security settings and prevent you from logging into your own computer!
5. Enter in your old password in the appropriate field and enter in your new password twice in the appropriate fields. See the steps listed below on a simple way to make a strong password.
6. Click on the “Change” button.
7. Click on the “LOGOUT” button in the upper right hand corner.
8. Done.

Simple Method For Creating A Strong Password

1. Hokies passwords must be between 8 and 16 characters long.
2. Think of a sentence that’s easy to remember that is at least 7 words long.
3. Write out the first letter of each word on a piece of paper (to be destroyed later).
4. Make sure the letters don’t spell out any actual words! If it does then go back to step 1 and come up with a new sentence.
5. Capitalize the letter of the first word.
6. Put some special characters (\$,#, &!,...) or numbers either at the end or mixed within your sentence.
7. Now you should have a very cryptic password that is easy to remember since you can just say the sentence in your head as you type the letters out.
8. Destroy the piece of paper. If you feel like you must keep it then it is recommended that you put it somewhere secure like your wallet or pocketbook, which you are already used to protecting. Just don’t write anything else on it like “This is my Hokies password” just in case you loose it.