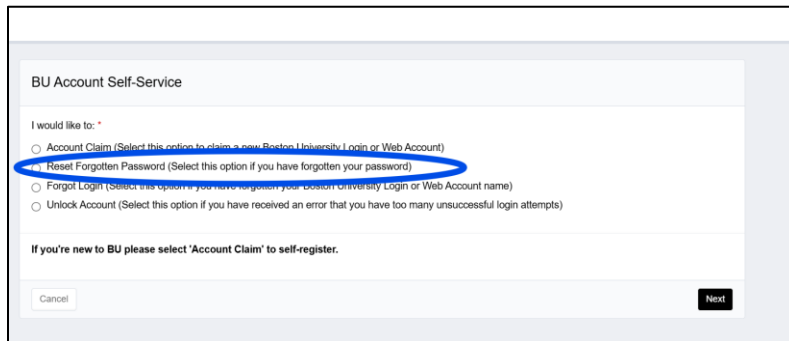


Follow the steps below to reset your password.

Step #1. [Click this link](#) and select “Reset Forgotten Password” and click “Next”



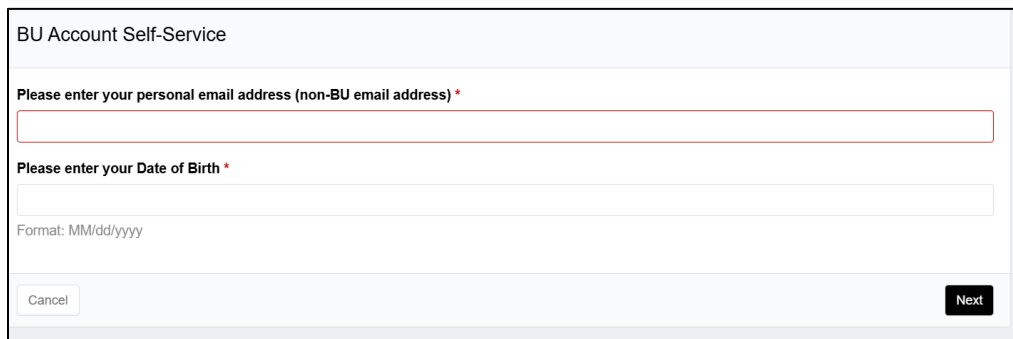
BU Account Self-Service

I would like to: *

- ☐ Account Claim (Select this option to claim a new Boston University Login or Web Account)
- ☒ Reset Forgotten Password (Select this option if you have forgotten your password)
- ☐ Forgot Login (Select this option if you have forgotten your Boston University Login or Web Account name)
- ☐ Unlock Account (Select this option if you have received an error that you have too many unsuccessful login attempts)

If you're new to BU please select 'Account Claim' to self-register.

Step #2. Enter the email you used to register and your date of birth, then click “Next.”

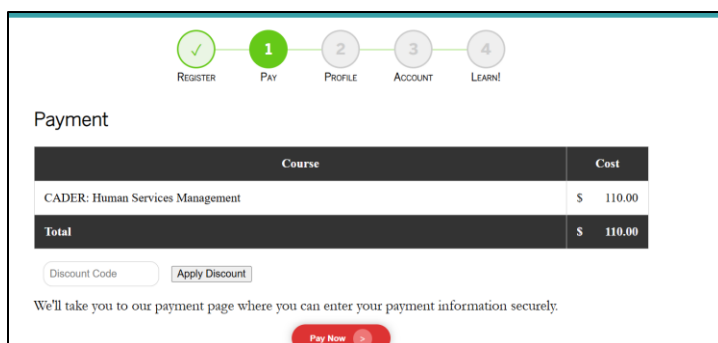


BU Account Self-Service

Please enter your personal email address (non-BU email address) *

Please enter your Date of Birth *

Format: MM/dd/yyyy



Payment

Course	Cost
CADER: Human Services Management	\$ 110.00
Total	\$ 110.00

We'll take you to our payment page where you can enter your payment information securely.

Step #3. Enter and confirm your email address, then click “Save”

What's Your Email Address?

What's the email address you'd like to use for your training?

If you already have a Boston University account (includes @bu.edu emails and CADER/The Network online accounts), we strongly recommend you use the same email address you've used before to access your training history. Creating multiple accounts with different email addresses will trigger a manual review and unfortunately will delay your access to our online trainings.

Please [contact our team](#) if you are unsure if you have an active Boston University account. Our team will follow-up within 48-72 hours.

EMAIL ADDRESS
Your Email Address

CONFIRM EMAIL ADDRESS
Confirm Your Email Address

Save

Step #4. New CADER learners will be prompted to enter their first and last name, and date of birth, then click “**Save.**”

Returning CADER learners will be prompted to login with their CADER account

Confirm Your Identity

We don't have a Boston University account for george.stathopoulos79@gmail.com but we can create one right now. If you have previously registered for anything at Boston University using a different email address, you can [use a different email](#) right now.

To create your new Boston University account, we first need your name and date of birth:

FIRST NAME
First Name

LAST NAME
Last Name

DATE OF BIRTH
MM/DD/YYYY

Date of Birth is required in order to ensure BU creates a unique account. This will reduce duplicate accounts and allow for better record keeping of all BU students.

Please note that your submission may take a minute to process. Please do not resubmit.

Save

Step #5. Update your learner profile, then click “**Save**”

Update Your Profile

Please take a moment to give us a little more information. This is the last step before you're enrolled.

Contact

ADDRESS *

CITY *

STATE *

ZIP CODE *

COUNTRY *

Save

You are now ready to Claim your Account and create your password. Please check your email to continue the process. You will receive a message from ithelp@bu.edu with the subject line “**Boston University Account Claim Next Steps.**”

Step 6. Click on the link to continue with set-up



Greetings,

Please follow the steps below to claim your account to access online services at Boston University. This process will only take a couple of minutes and it is important that you set up your new account as soon as possible. Your account login name will be the email address you provided as part of the application process.

Set your password through this URL:

<https://iam-identity.bu.edu/identityiq/external/registration.jsf#/register>

Sincerely,

Boston University IT Help

If you have any questions or need assistance, please contact: ithelp@bu.edu or 617-353-4357 (HELP)

Step #7. Select “Account Claim”, then click “Next”

BU Account Self-Service

I would like to: *

- ☒ Account Claim (Select this option to claim a new Boston University Login or Web Account)
- ☐ Reset Forgotten Password (Select this option if you have forgotten your password)
- ☐ Forgot Login (Select this option if you have forgotten your Boston University Login or Web Account name)
- ☐ Unlock Account (Select this option if you have received an error that you have too many unsuccessful login attempts)

If you're new to BU please select 'Account Claim' to self-register.

Please check your email for a message from ithelp@bu.edu with the subject line “Boston University One-Time Passcode (PIN).” You will need this PIN to continue the process.

Step #9. Enter the pin, then click “Next”

Confirm PIN to proceed

Enter the One Time PIN sent to personal email *

Please note PIN will be valid for 30 mins

Step #10. Create a password, then click “**Complete**”

Enter the new password *

Confirm the new password *

1. The password must have a minimum of 16 characters

2. The password must not be same as previous 6 passwords

3. The password must not contain common dictionary words

4. The password must meet at least three out of the following four requirements:

- Contain at least one English uppercase letter (A through Z)

- Contain at least one English lowercase letter (a through z)

- Contain at least one number (0 through 9)

- Contain at least one non-alphabetic character (~!@#\$%^&*_-+=[]{}|;:~?.,)

Cancel

Complete

Step 10 – Click to agree to the terms, then click “**Complete**”

Procedures

Report concerns to BU Information Security, the IT Help Center or Internal Audit & Advisory Services. Violations of this Policy may result in (a) restriction or removal of some or all privileges to use Computing Services and (b) disciplinary actions through appropriate University processes, specific to students through the Dean of Students, staff through Human Resources, and faculty and other users through Human Resources and/or the University Provost's Office. The University reserves the right to amend this Policy at any time without prior notice and to take such further actions as may be necessary or appropriate to comply with other published policies and with applicable laws.

☒ Please check this box to indicate that you have read this policy and understand its importance in safeguarding your identity.

Cancel

Complete

You are now registered! Course access will begin shortly. You will receive an email letting you know when you can login to access your online course/certificate.