

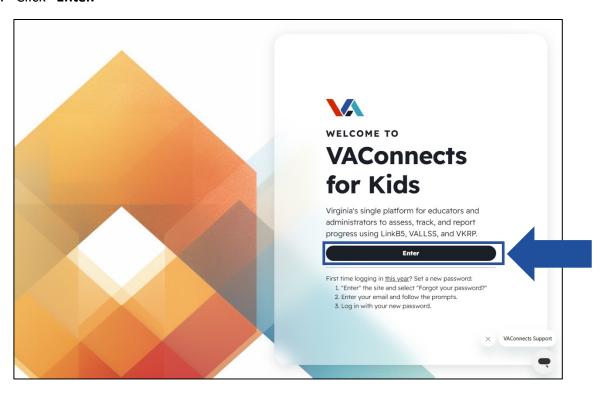
# Log in or Reset Your Password Guide

If you previously participated in LinkB5, VALLSS, and/or VKRP, your account is automatically migrated to VAConnects. You must log in using the email you previously used for LinkB5, VALLSS, and/or VKRP. All returning users must re-activate their account and select a new password at the start of the 2025 – 2026 academic year by following the "How to Log in for the First Time this School Year" instructions below. If you do not remember the email you previously used to log in or need assistance in re-activating your account, please contact VAConnects support.

If you have never participated in LinkB5, VALLSS, and/or VKRP, you must log in using the email where you received your VAConnects invitation.

### How to Log in for the First Time this School Year

- 1. Navigate to vaconnects.virginia.edu.
- 2. Click "Enter."



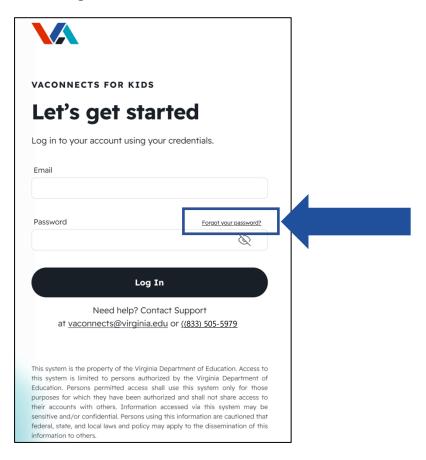




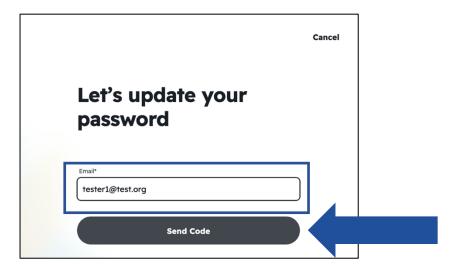




3. Click "Forgot Password?"



4. Type in your email and click "Send Code."



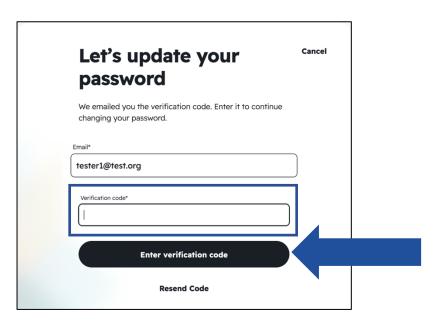




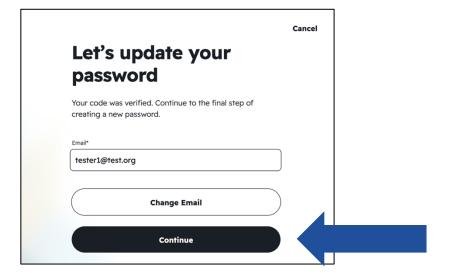




- 5. Check your email for the verification code from "Microsoft on behalf of VAConnects" msonlineservicesteam@microsoftonline.com.
- 6. Type in your verification code and click "Enter verification code".



7. Click "Continue" to create a password.







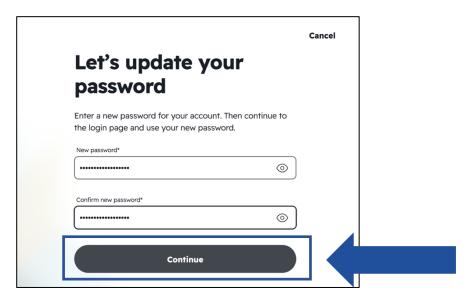




- 8. Create a password. Your password must include:
  - At least 14 to 64 characters
  - At least one uppercase letter
  - At least one lowercase letter
  - At least one number
  - At least one symbol (examples: #\$&!)

Note: Your password will expire every 90 days, and you CANNOT reuse your current password.

#### 9. Click "Continue."



10. You will automatically be logged into VAConnects.





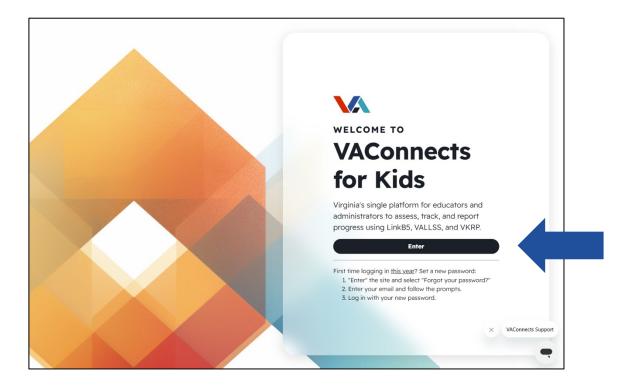




## How to Reset an Expired or Forgotten Password

Your password expires every 90 days. If your password is expired, you will be prompted to create a new one upon login.

1. From the VAConnects Login Page, click "Enter."



2. Complete steps 3 – 10 above.

### **Need Help? Contact the VAConnects Support Team**

• Live Chat: Available on the <u>VAConnects</u> website

Phone: 1-833-505-5979

• Email: vaconnects@virginia.edu

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