Introduction

In this tutorial you will learn how to change your password.

Change Password.

Step 1: To begin, enter the URL http://myportal.bhcc.edu/bhcc/ on the internet browser as shown below

The Welcome Page appears as shown below
**Step 2:** Click **Change your Password?** from the landing page.

The page to Change Password appears as shown below.
Step 6: Enter **Username** in the User ID* required field.

![User ID field](image)

Step 7: Enter **Old Password** in the required field.

![Old Password field](image)

Step 8: Enter **New Password** in the required filed.

![New Password field](image)

Step 9: Enter **Confirm Password** in the required field.

![Confirm Password field](image)

Step 10: Enter **My Password Hint** in the provided filed. This is optional.

![My password hint field](image)

Step 11: Click **Submit** button

![Submit button](image)
The welcome page will appear as shown below (with your name such as “Minie Mouse”).

Congratulations you have successfully changed your password!

Conclusion

We Hope this guide was helpful!