You must change your my.Scranton password before you come to campus for orientation.

After logging into the my.Scranton portal, you’ll see this welcome screen. Click Change PIN under Personal Information.

Changing Your PIN

A new Change PIN tab (or window) will open. Please note that “PIN” means password on this screen.

1. Type in your existing password in the Enter Old PIN field.
   Your existing password is the one you set when you first logged into my.Scranton as an accepted student.

2. Enter your new password in the Enter New PIN and Re-enter New PIN fields.

3. Click the Change PIN button.
Wrapping Up

You’ll be taken to the *Personal Information* screen (pictured below) after successfully changing your password. Close this tab (or window) at this point.

![Personal Information Screen](image)

If you'd like to try your new password, click *Sign Out* in upper right corner of the my.Scranton portal. **Important:** Wait a few minutes after you sign out before logging back in with your new password.

**Need Help?**

If you encounter any difficulties, contact the Technology Support Center.

**Phone:** (570) 941-HELP (4357)
**Email:** techsupport@scranton.edu.