

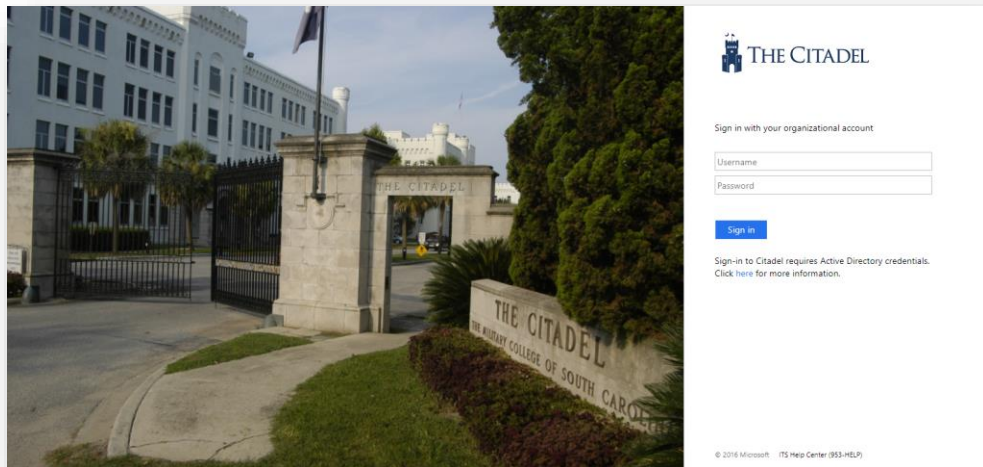


Logging into Lesesne Gateway and Updating your Password

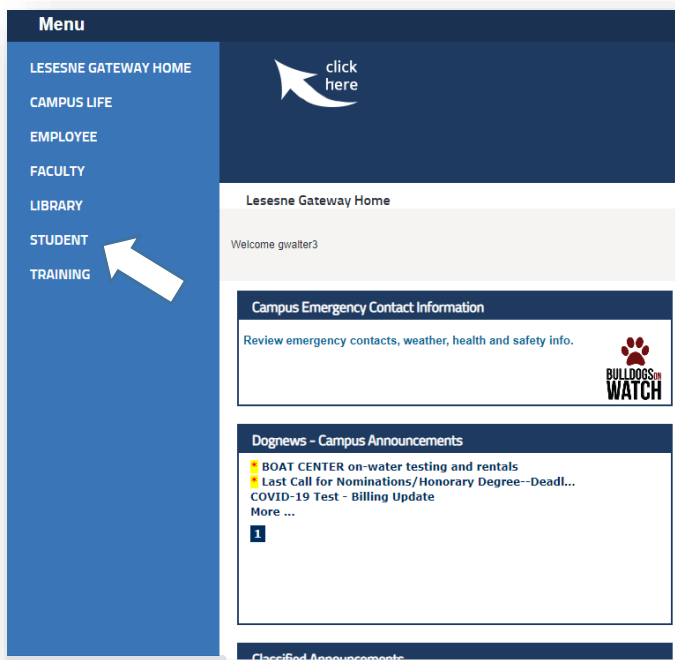
Before you begin, think of a safe password:

- Must contain at least 8 alpha-numeric characters and begin with a letter, not a number.
- Must have at least one capitalized letter and one that is not capitalized
- Must have at least one number
- Cannot be your name or a word others could guess about you, such as your nickname

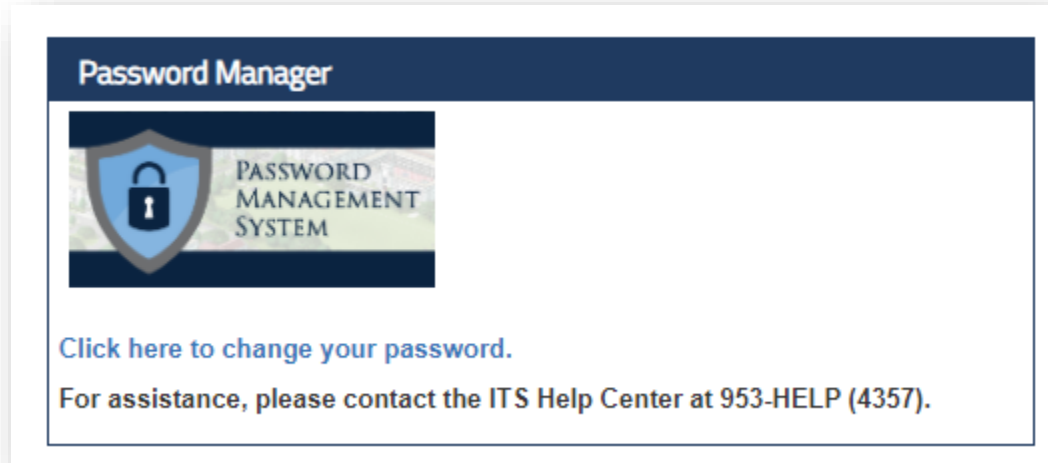
1. Go to <https://lesesnegateway.citadel.edu/cp/home/displaylogin>
2. Log into the Lesesne Gateway portal using your username and password. This information was provided in your acceptance letter.
 - a. The first time you log in, enter your username and your temporary password. (“Pass” followed by your 6-digit birth date. Ex: Pass010186 – be sure to capitalize the P)



3. Click on the “Student” tab



4. Under Password Manager on the right-hand side of your screen, click link to change your password.



5. Complete the form and click "Submit New Password"