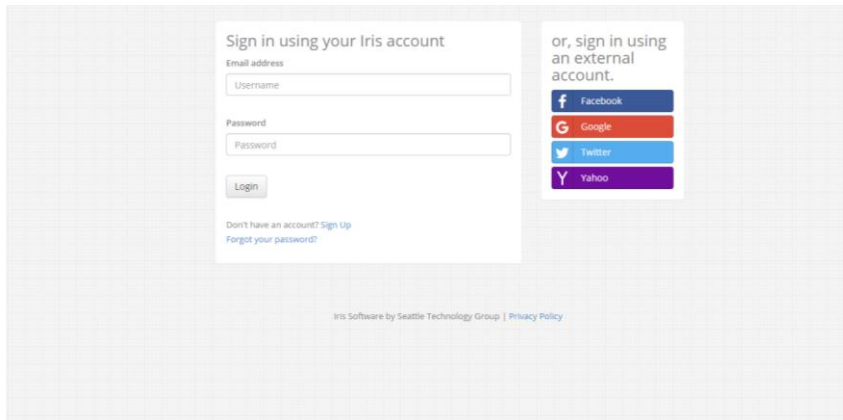


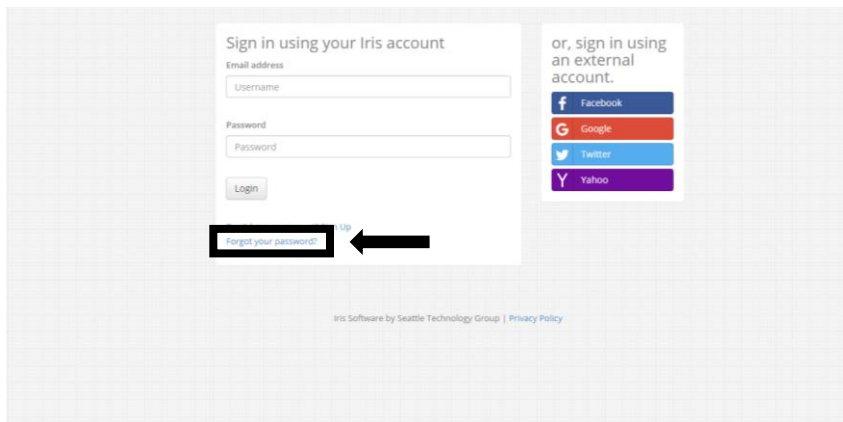
How to Recover Your Password for Iris Registration

In order to register again for a conference using the Iris Registration software, you do have to sign into your account that you have created for previous registrations (i.e. Campus Day, Parent & Family Weekend, etc.)

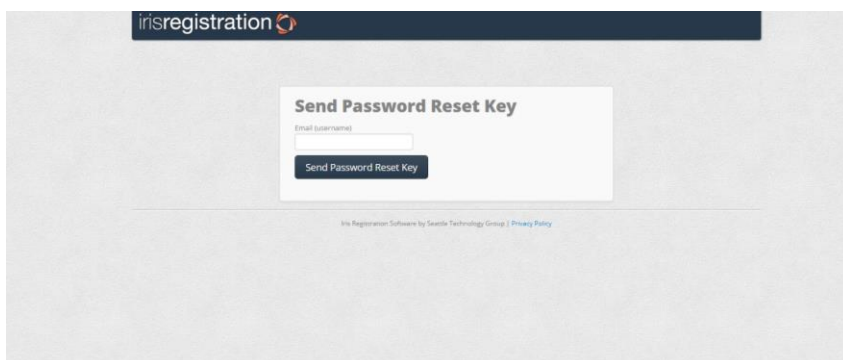
Upon clicking on the current registration link, you will be directed to the Iris Registration Log-in screen:



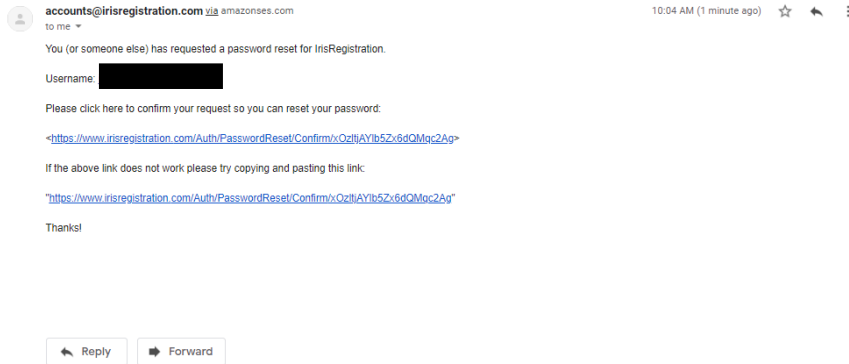
Your username will be the same email that you used to create the account initially. If you need to reset your password/forgot your password, you will click on the "Forgot your password?" link:



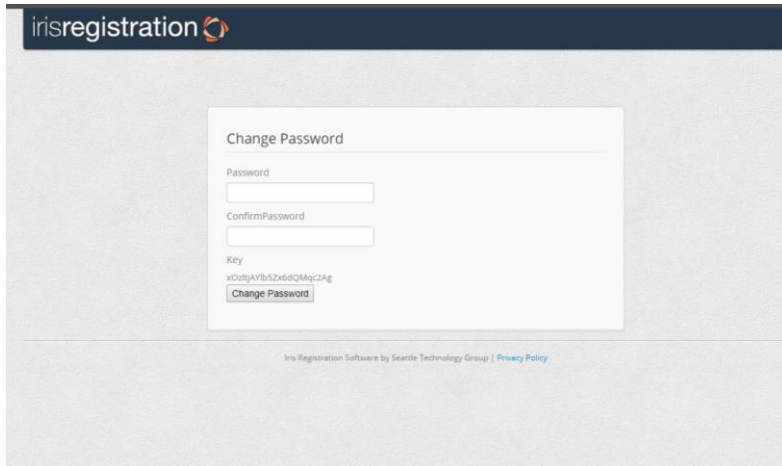
You will then be directed to a page to enter your username email to reset your password. As a reminder, it has to be the same username that you utilized to initially create your account:



An email will be sent to that email address via accounts@irisregistration.com . It may be routed to your spam folder initially so if you do not receive it within 15 minutes, please check your spam/junk email folder:



Once you click on the “confirm request” link, you will be directed to reset your password:



After you have reset your password, you will receive confirmation that it has been changed and you can log-in to the registration site with your new credentials:

