



Information Technology Services

Support Phone: (201) 360-4310

Website: <https://www.hccc.edu/administration/its/index.html>

Support Email: itshelp@hccc.edu

Social Media: @HCCC_ITS

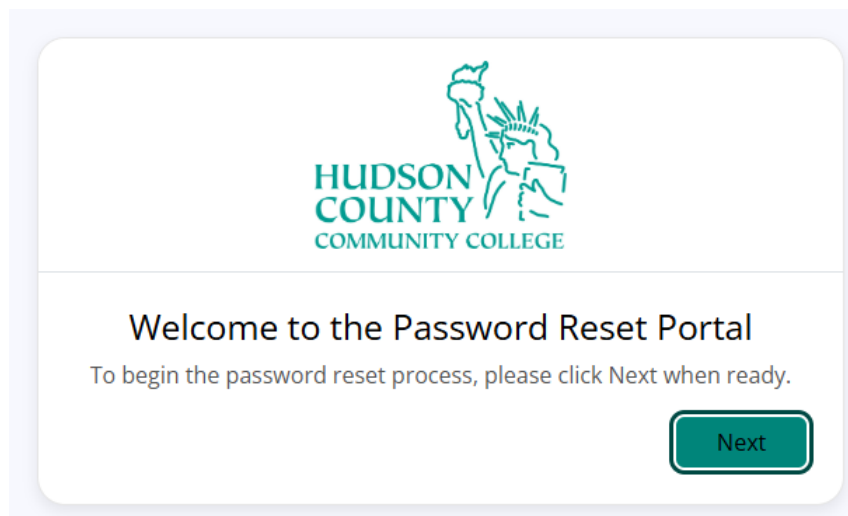
Password reset in My Access

Who should use this guide:

This guide is for all Hudson County Community College users, students, faculty, and staff who need to reset their passwords.

What you'll do

1. Go to <https://myaccess.hccc.edu>
2. Choose Forget password
3. Choose next from the welcome screen.





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4. Locate your identity by entering your legal first and last names, college/Colleague ID number, and your Date of Birth.

The screenshot shows a web form titled "Locate Your Identity" with the Hudson County Community College logo at the top. Below the logo, the text reads "Please enter the information below to locate your Identity." The form contains four input fields: "Legal First Name *" with the value "Gloribel", "Legal Last Name *" with the value "TestRosario", "ID *" with a redacted value, and "DOB *" with a redacted value and a calendar icon. A red asterisk indicates required fields. A green "Submit" button is located at the bottom right of the form.

Can't find your ID number?

If you don't know your college ID, contact HR (employees) or Admissions (students) before continuing.

Name doesn't match?

Enter your legal name as it appears in college records. Reach out to HR (employees) or Admissions (students) if you continue having a problem.



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5. You will receive a PIN to the phone number or email you selected as a recovery option. Enter the pin code in the boxes and verify.

HUDSON COUNTY COMMUNITY COLLEGE

Enter PIN

A verification PIN has been sent to 201****07. Please enter the PIN to proceed.

Didn't receive PIN? [Resend](#)

Time Left: 0 hours 29 minutes 49 seconds

Verify

Didn't receive a code?

Check your spam folder or click Resend. Codes may take a minute to arrive.

6. Finally, you will reset your password. The system will provide feedback as you enter your password to verify that you meet the requirements.

HUDSON COUNTY COMMUNITY COLLEGE

Let's secure your account with a password

To ensure your account's security, the password must meet the defined requirements. You will be guided on the requirements in real-time as you type.

Account(s): AD

Password *

Confirm Password *

* Indicates required field

Password strength: None

Reset Password

Step 1 of 2 [Summary](#)



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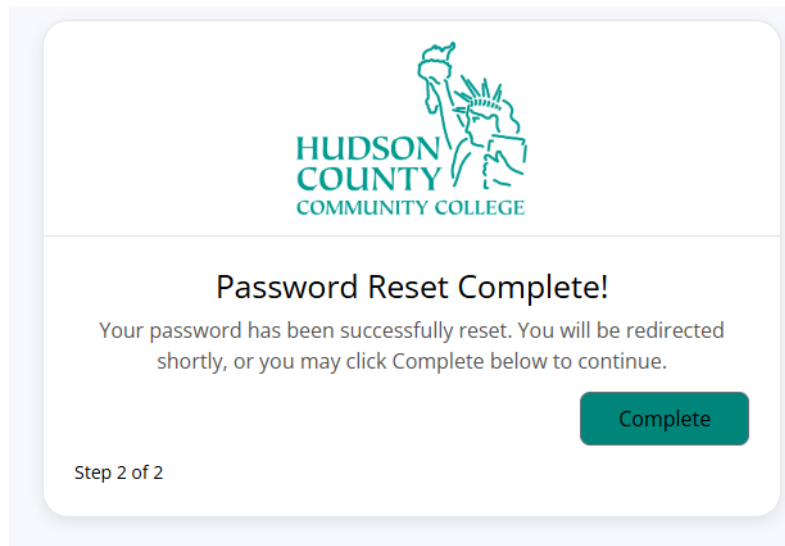
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7. Your Password Reset is complete. Press complete to finish.



You're all set! You can now sign in to HCCC systems, including email, the My Hudson Portal, and course tools, using your new password.

If you need help, contact the **HCCC Help Desk** at itshelp@hccc.edu, 201-360-4310, or in person at 70 Sip Avenue, 3rd Floor, ITS Suite, or North Hudson Campus, 3rd Floor, N309.