

## INSTRUCTIONS FOR CHANGING EMAIL PASSWORD:

1. Go to [www.vwc.edu](http://www.vwc.edu)
2. Click on the My VWC link at the top of the page.
3. Click on the Change Password link at the top of the Personalized Start Page.
4. Type in your original username and password (from computer services) and press enter.
5. Type the new password twice and press enter. You will see that the password has been changed. Exit the change page.

You will now use the new password you typed in to access your account.