We are sorry to hear that you are having an issue with the student password reset process. Please follow these steps to reset the password.

Go to **LCPSGO (go.lcps.org)** or utilize the Classlink app on your mobile device. The screen will look like this:

1. In the Username field, enter your Student ID

2. In the Password field, enter your default password
   a. The default password will be based on your birth date in MMDDYY format
   b. The password format is **LCPS-MMDDYY**
      i. Example: If your birth date is Dec 31, 2005 you would enter LCPS-123105
   c. Make sure to include LCPS- at the beginning of the password

The next screen will prompt you to **change your password**:
1. In the Old Password field, **enter the LCPS-MMDDYY password**

2. In the New Password field, **enter a new, strong password**
   a. Password must be unique and not used previously
   b. Password can not contain portions of your username, first name, or last name
   c. Password must be 8 characters long
   d. Password should contain both upper and lowercase letters
   e. Password should contain digits, punctuation, and special characters
      i. Example: 0-9, !@#$%^&*()-+{}[].<>/

3. In the Confirm Password box, **enter the same new, strong password**

If you are still unable to change your password, please contact your school and request to speak with the Digital Experience Specialist. Student password resets are only performed when students are onsite at an LCPS school to ensure the student’s identity is validated.