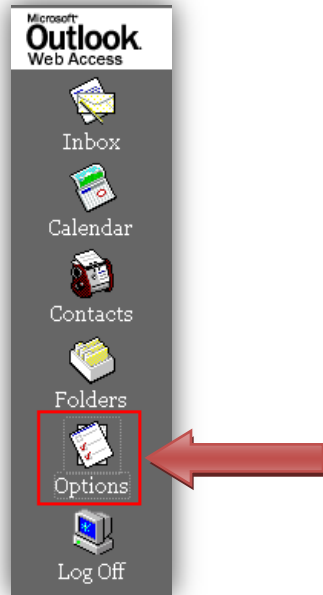
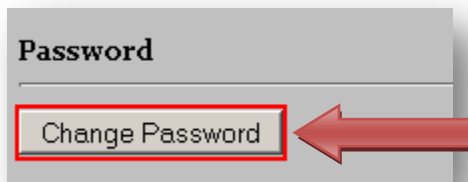


## Changing Your Password via Outlook Web Access

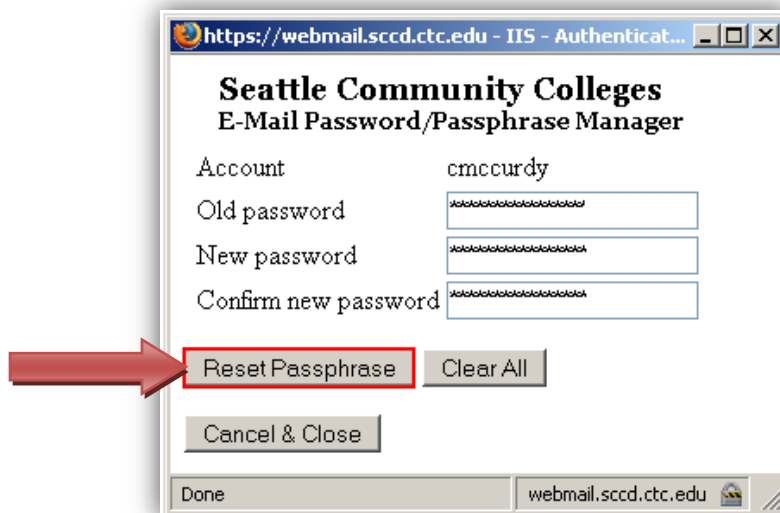
1. It's easy to change your password with Outlook Web Access (OWA). Use the following URL <https://webmail.sccd.ctc.edu> to access webmail. Once logged into **OWA**, you can use the navigation bar as shown below to access **Options**.



2. On the **Options** page, scroll down towards the bottom of the page under *Contact Options* to access the change **Password** function, and then click on **Change Password**.



3. Once you click on **Change Password**, a small window will pop up for **Seattle Community Colleges - E-mail Password/Passphrase Manager** where you will enter your old password, then your new password, and then re-enter to confirm your new password. Click on **Reset Passphrase** to change your password.



4. If everything was typed correctly, you will receive a confirmation informing you that your **Password was successfully changed**, as shown below.

