

# MS/HS Student Guide to Resetting and Activating Passwords

Gwinnett County Public Schools

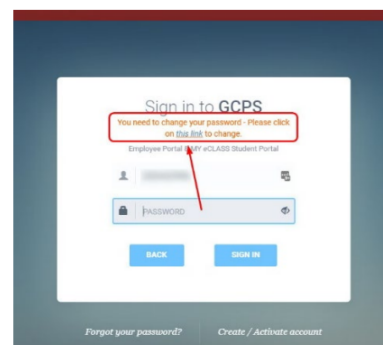
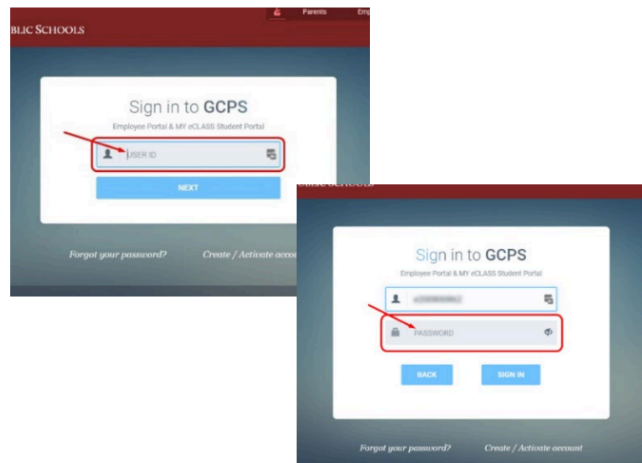
Updated June 2025

**At the start of the school year, students in grade 6–12 are required to activate their account. A student cannot use StudentVUE to activate their account.**

## Please follow these steps:

1. Navigate to the Student Portal login screen, enter the **Student's ID number** and select **Next**.
2. Enter student's birthday as the **Password** (Example: February 5, 1998, you would enter 02051998). You will be automatically redirected or prompted to click on a link to access the Student Activation page.
3. A new login window will then show with your student ID. At the top you will see in orange 'You need to change your password- Please click on *this link* to change.' Select the '**this link**' text.
4. The following screen will require you to change your password.
  - Username = Student ID
  - Birthday = Your birthdate in the format MMDDYYYY (Example: If your birthday is February 5, 1998, you would enter 02051998)
  - New Password = The password must be at least 8 characters. We recommend using a passphrase. To learn more about how to create a passphrase visit [www.gcpsk12.org/cybersecure](http://www.gcpsk12.org/cybersecure).
  - Confirm Password = Retype from above
  - Click **Change** to complete.

\*\* If using a Chromebook, restart the device after successfully changing the password. Note: "Click here to login in with your new password" will not work as expected.



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Gwinnett County Public Schools — Change Password

**Notes:**

- You only need to activate your account once for this school year.
- You can activate your account here on the student portal or at a computer at your school.
- Activating your account here will also activate your account at your school for computer access and instructional resources.

**Username:**  
Username

**Birthday:**  
Birthday (MMDDYYYY i.e. 02252021)

**New Password:**  
New Password (minimum 8 characters)

**Confirm Password:**  
Confirm Password (minimum 8 characters)

**Change**

