



## C2k Password Reset Instructions From Home

C2k Passwords automatically expire 120 days after they were last reset in order to maintain a level of security on the system.

- If a password expires, or needs to be reset and the user knows their old password they can go to <https://services.c2kni.net/ums>.
- Enter the required details as per the screenshot below and the new password will be registered.
- New password must be at least 8 characters or if using a previous add a number to the start/end

Change Password

Please complete all fields marked with \*


Username \*

Current Password \*

New Password \*

Re-enter Password \*

Verification \* Type the characters shown in the image below



Change Password

If a password expires and you don't remember your password contact [info@rathfrilandhigh.rathfriland.ni.sch.uk](mailto:info@rathfrilandhigh.rathfriland.ni.sch.uk)