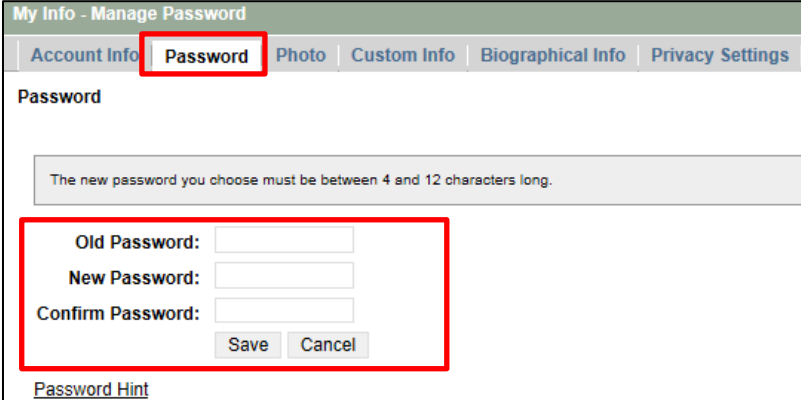# W.L.C. 'How To'

Change Your MyWLC and Moodle Password

\- MyWLC and Moodle are linked together; when you change one password the other will automatically be changed.

1. Login to your MyWLC account at https://my.wlc.edu/ICS/

2. Click on *Personal Info,* and then select the *Password* tab.

3. Type in your old password, a new password, and then confirm your new password. Hit save for both your MyWLC and Moodle password to be automatically updated.

Password Requirements:

- Password must be at least 8 characters long.
- Password must contain at least 1 upper case character.
- Password must contain at least 1 lower case character.
- Password must contain at least 1 numeric character.
- Password must contain at least 1 symbolic character. (e.g. !@#$%^&*)
- Password must not be any of your last 3 passwords.
- Password must not contain any part of your username.