How to reset your password

**Step 1:** Please visit [https://www.tocite.net/gvsu/portal](https://www.tocite.net/gvsu/portal) and select the ‘Login’ icon in the upper right corner.

**Step 2:** Select ‘Forgot Your Password’

**Step 3:** Enter the email address you used to register for your portal account and click ‘Send Request’
Step 4: You’ll receive an email with a link to reset your password. Click the ‘Reset Password’ link.

Hi Parking

We have received a request to reset your password.
Your username is parking@gvsu.edu

Step 5: Enter your new password and click ‘Change Password’.

You have completed the password reset process.