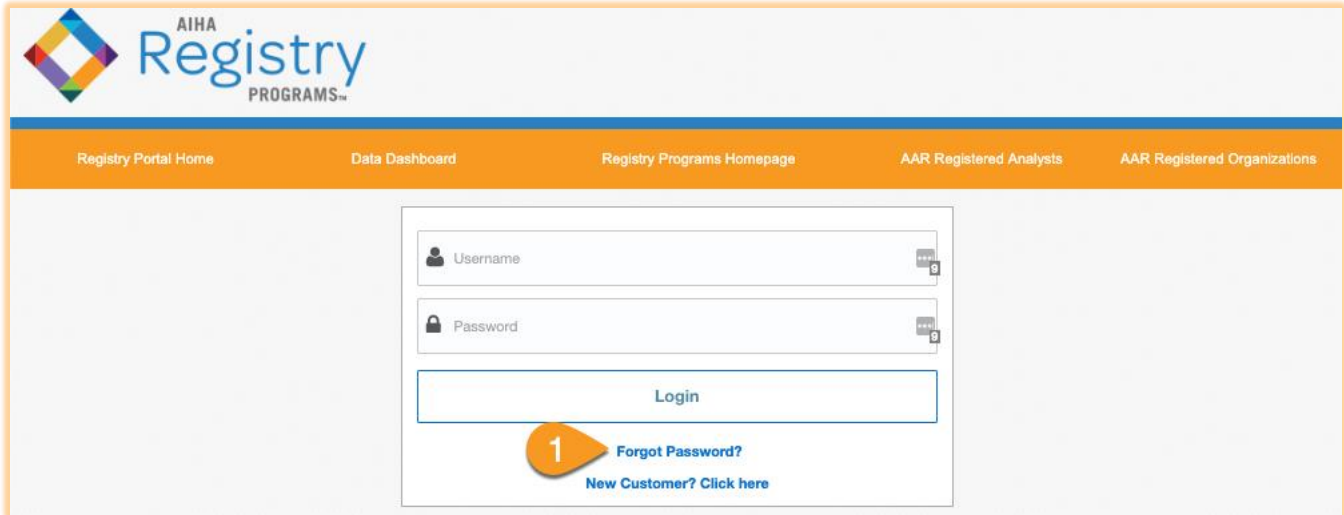


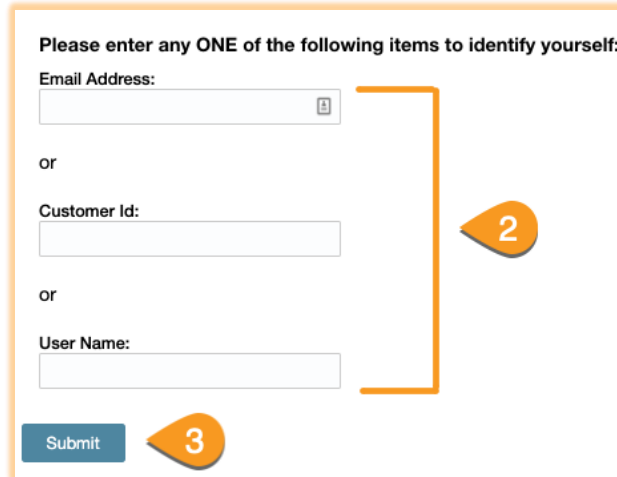
Establishing/Resetting Your Registry Portal Password

Go to the [Registry Portal](#)

Click the [Forgot Password link](#), be careful not to click the New Customer link.



Enter one of the following identifiers and click submit. Your email address must already be in our system for this to work. If it is not, you will not be able to complete this step. You must [contact us](#) to update your record with an email address before you can proceed.

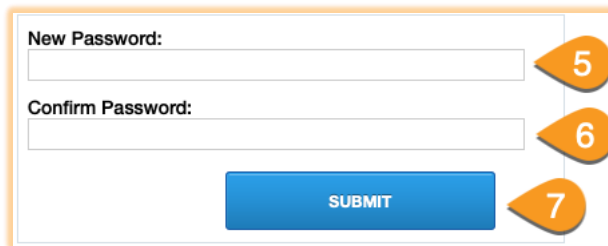


An email, similar to the following, will be sent to your email address. The sender will be: registries@aiha.org; the subject will be: Reset Password.



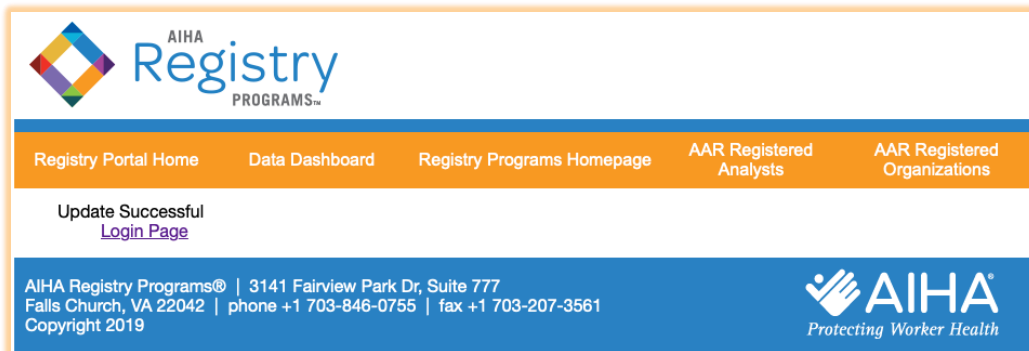


Click the [click here](#) link in the email sent to you to open the a web page with the following form.



Enter and confirm your new password. There are no rules to setting a password, however some participants have had issues when using special characters (i.e., ! " # \$ % &, etc.).

Click Submit. A success page will appear. Click the Login Page link or the Registry Portal Home link in the website header menu to return to the login page and test that your login information has been created successfully.



Contact us if you encounter any issues.

