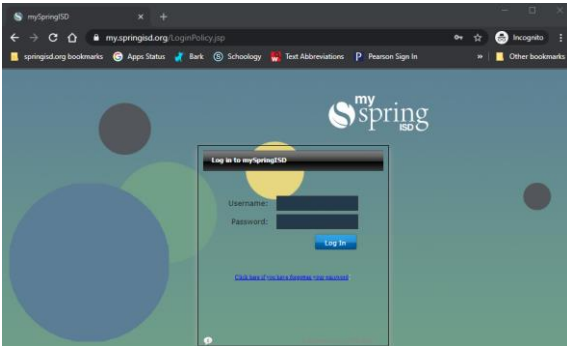


Spring ISD Student Access

Logging into Portal

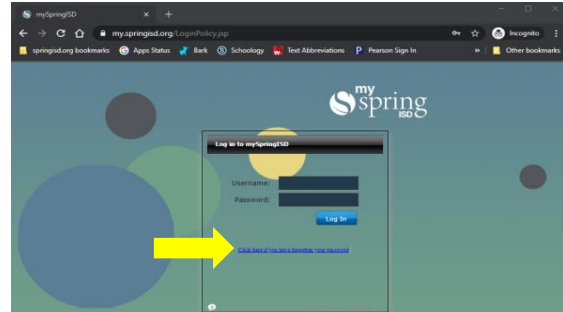
1. In the URL box type: <https://my.springisd.org>



2. Your username will be as follows:
 - a. The first character of your last name + the first character of your first name + your student ID number
 - b. Example: student name John Doe, ID 123456 the username will be dj123456
3. If you have not previously changed your password, your password will be your birthdate, yyyyymmdd format.
 - a. If your birthdate is June 1, 2016, your password will be 20160601
4. If you are asked to change your password, your password must be 8 characters long, with at least one upper case letter, one lower case letter and one number.
 - a. Example password is Puppy123

Forgot Password Steps

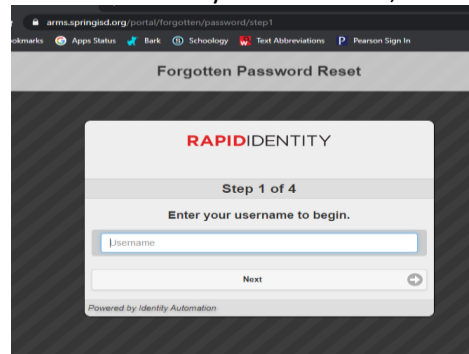
1. In the URL box type: <https://my.springisd.org/>



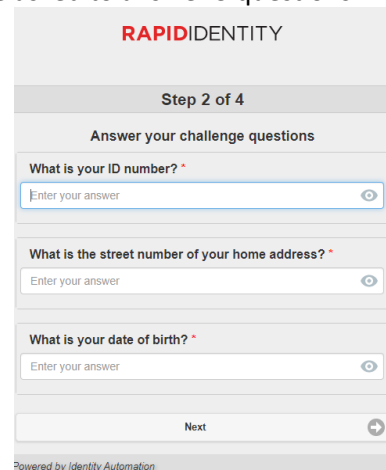
Select the link on the bottom of the screen:

“Click here if you have forgotten your password”

3. You will need to enter your username, and click next.



4. You will be asked to answer 3 questions



- a. Your student ID number
- b. The street number of your home address
- c. Your birthdate in the format of yyyyymmdd
 - i. If your birthday is June 1, 2016 type in 20160601