

# How to Create a Successful MyWCC Password

**STEP 1:** In order to create a successful password, please follow the below criteria:

The following are the **minimum** requirements for your password:

Minimum Length	7
Maximum Length	25
Minimum # of Uppercase Characters	1
Minimum # of Lowercase Characters	1
Minimum # of Numeric Characters	1
Longest Sequence of Same Character	3
Minimum # of Unique Characters	3

\*Your password **CANNOT** contain your User ID, first name, or last name.\*

**STEP 2:** If your password has been accepted, the following confirmation appears:

<b>User ID:</b>	CHOOK12345
<b>Name:</b>	Captain Hook
<b>Activation Date:</b>	Wed Jun 09 12:32:12 EDT 2010

Your account has been activated. **Please print this page for your records.**

**IMPORTANT:** You must remember your Password.

If you forget your password, you can reset it by going back under “MyWCC Account Activation”. Click on the “**FORGOT MY PASSWORD**” link and follow the prompts.

Faculty and Staff, activate your account here:  
[Faculty/Staff](#)

[Forgot My Password](#) ←

[Activation Help](#)

**NOTE:** Your security questions are *case sensitive*, so however they're typed the first time is how they must be retyped should you need to reset your password.