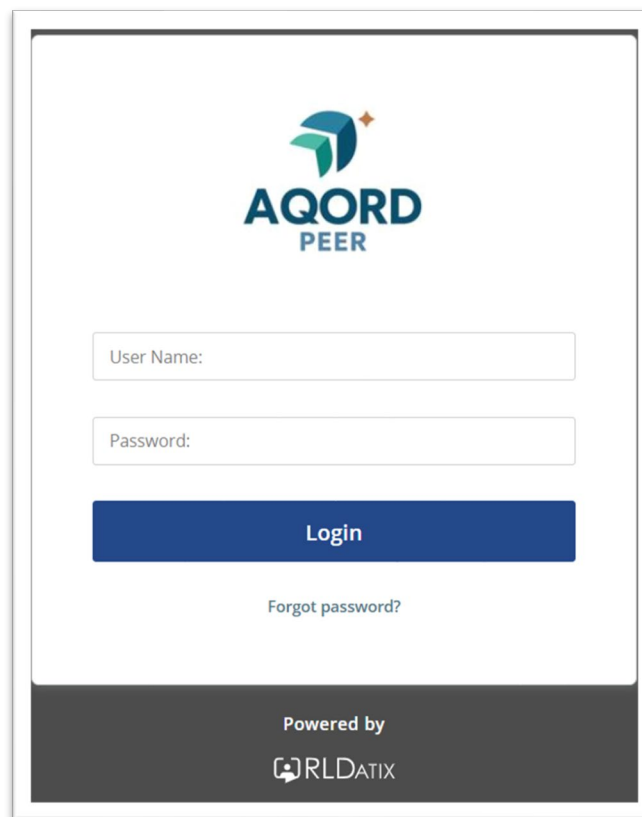# Resetting Your RL Password

How to Reset Password for First Login

On your first login, please fill in your user ID provided and "password" as the password. You will be prompted to change your password.

The new password can be whatever you want, as long as it's not "password."

1. Type in "password" for your current password and then select a new password of your choice. Click "confirm."
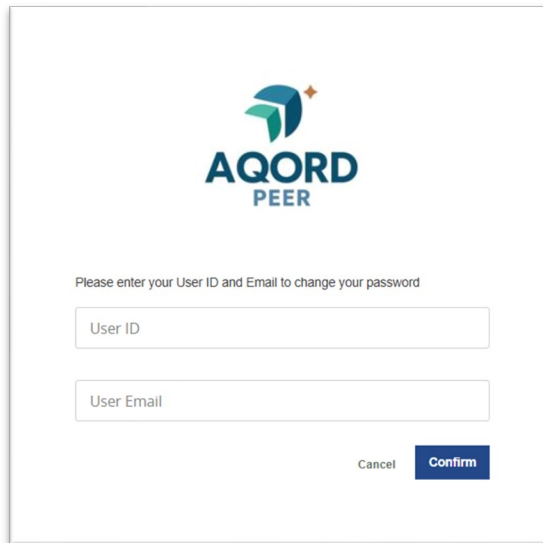2. Type user ID and new password to login moving forward.

Forgotten Password

If you have forgotten your password, follow the instructions below.

1. From the login screen (above), click the Forgot password link located under the login button.
2. The screenshot below will appear. Enter your username, your email address and click "Confirm." The email address must match the email address that is associated with your user account in PEER.
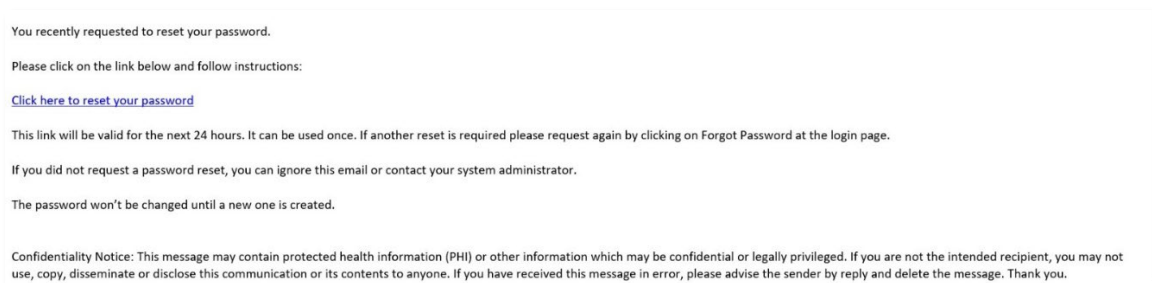

3. Look for the RLDatix reset email in your email inbox; open the email. (If the email does not arrive within a few minutes, check the Spam/junk folder in your email.)

4. Click the link (the blue text) in the email within 24 hrs.

5. Follow the prompts to create your new password and click "Confirm."

If you have any questions, please contact your System Administrators, [Linda Durbin and Carolyn Wollman](). Please email both Linda (ldurbin@aqord.org) and Carolyn (cwollman@aqord.org) so that they can get it done as quickly as possible for you. Please also feel free to call AQORD at 215-646-0720.