



Wharton County Junior College

How to Log in to Online Services

Click "Enter Secure Area" in the menu.



Complete the User ID and PIN fields; click the Login button.

- **User ID:** SSN with no dashes
- **PIN:** Date of birth in MMDDYY format for first time users.
- **If PIN is forgotten, enter User ID and click on Forgot PIN?**

Your security question will display with an area to type in your answer. Answering your security question correctly allows you to choose a new PIN – it will not give you the old PIN.

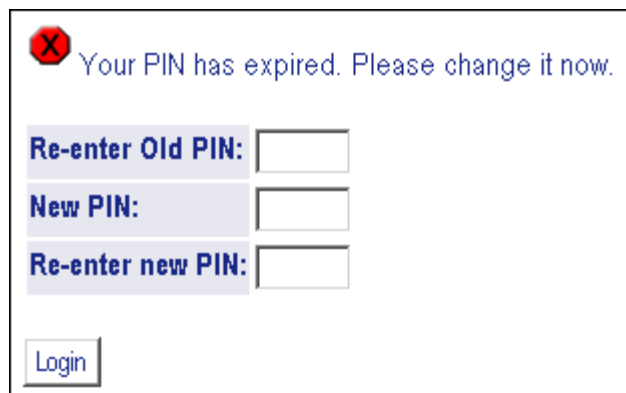
(See "Security Question Tips" section below)

A screenshot of a login form. It features two input fields: "User ID:" followed by a text box, and "PIN:" followed by a text box. Below the input fields are two buttons: "Login" and "Forgot PIN?".

Choosing a new PIN

As a first-time user, you must choose a **new** six-digit PIN the first time you use Online Services. You will also be prompted to enter a security question to be used if you forget your PIN.

1. Enter your old PIN (six-digit date of birth)
2. Enter a new six-digit PIN
3. Re-enter the new PIN
4. Click the Login button



A dialog box with a red 'X' icon in the top left corner. The text reads: "Your PIN has expired. Please change it now." Below the text are three input fields: "Re-enter Old PIN:", "New PIN:", and "Re-enter new PIN:". At the bottom left is a "Login" button.

Entering Your Security Question

Enter a security question to be used if you forget your PIN.

1. Enter a question and answer that have meaning to you.

Security Question Tips!

- The answer to your question is case-sensitive.
- The answer to your question should not be your PIN.
- Answering your security question correctly allows you to choose a new PIN – it will not give you the old PIN.



A form with two input fields: "Enter Question:" and "Answer:". Below the fields is a "Submit" button.

2. Click the Submit button to save your question.