Resetting Your Password from Home

Step-by-Step Directions 👣

Before You Start: "Forget" the GCPS Network on All BYOD Devices

You must "Forget" the GCPS wireless network on any BYOD device you have previously used at school. You can do this under "Settings" on most mobile devices.

Note: You only have to reset your password ONCE. DO NOT complete the following steps IF you have changed your password when logging in to a GCPS computer.

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1. Go to www.gwinnett.k12.ga.us and select the MY eCLASS tab on the top right corner.

| Parents	Employees	MY eCLASS
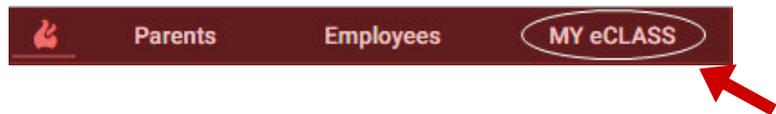
2. On the Sign in to GCPS screen use your student ID for BOTH the User ID and Password boxes.

Sign in to GCPS
Employee Portal & MY eCLASS Student Portal

👤 Student ID Number

🔒 Student ID Number

SIGN IN ↵

3. You will now see an "Error Details" message, stating that you need to activate your account. Click on "this link" to get to the activation and change password screen.

Error Details ✕

Error#1 - You need to activate your student account - Please click on *this link* to activate.
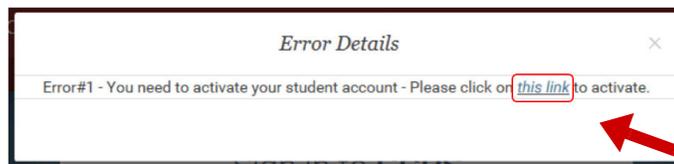
4. Add your student ID to BOTH the "User ID" and "Current Password" boxes.

Then, add your NEW password to BOTH the "New Password" and "Confirm Password" boxes and select "Change."

MY eCLASS

Gwinnett County Public Schools — Change Password

Username: Student ID Number

Current Password: Student ID Number

New Password: New Password

Confirm Password: New Password

CHANGE

Notes:
1. You only need to activate your account once for this school year.
2. You can activate your account here on the student portal or at a computer at your school.
3. Activating your account here will also activate your account at your school for computer access and network resources.

Congratulations! Your account has now been activated and your password has been reset. Use your new password to log in to any MY eCLASS AND any GCPS computer at school.
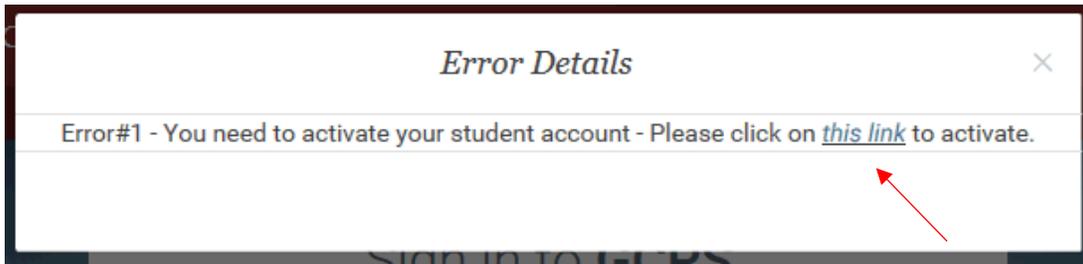
Student Password Errors Guide

When an unsuccessful login to MY eCLASS occurs, the following messages will appear.
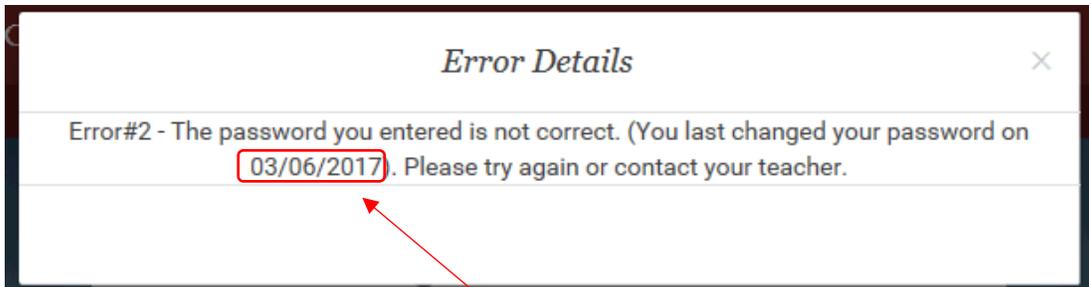
Error #1:

This will appear when students need to change their password. When selecting "*this link,*" students will be prompted to change their password. (Remember, students' default password is their GCPS-issued student ID.)
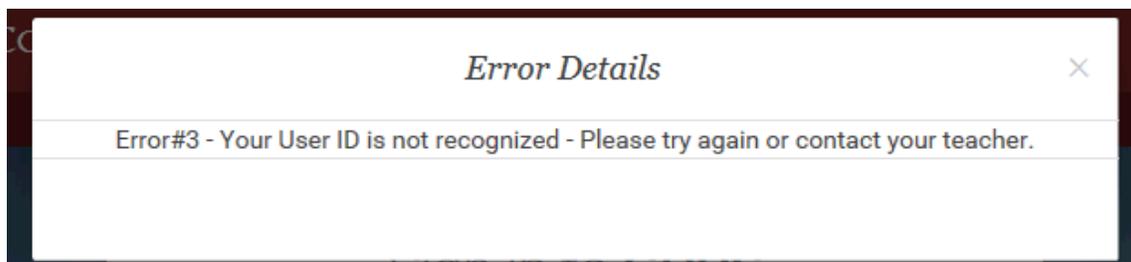

Error #2:

This message occurs when students type in an incorrect password.

Note: Date will reflect the student's last password change.

Error #3:

This message occurs when students type in an incorrect GCPS-issued student ID for their User ID.

<p style="text-align:center;"><u>Error #4</u>:</p>

<p style="text-align:center;">If students are entering an ID that is incorrectly configured in the system (not recognized), then the following message will occur. <u>If students are unsuccessful logging in after additional attempts, a ticket should be created, so GCPS can further investigate the issue</u>.</p>

Error Details ✕

Error#4 - Please contact your teacher about your account.

Sign in to GCPS