

Change Password in Soarian Clinicals

Tip Sheet

2017 - 2018

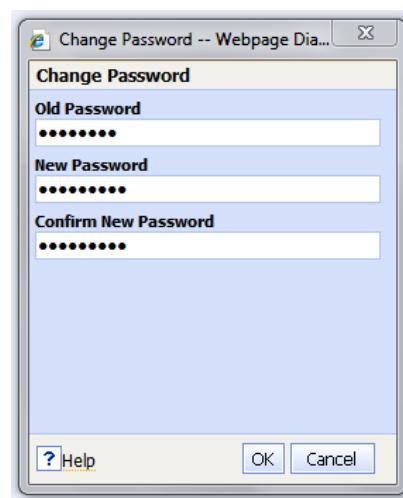
Q: During the initial login to Soarian Clinicals, how do I change my password?

A: After completing Health Stream and submitting the required Confidentiality form, allow 1-3 business days for your security to be enabled. Your Soarian user name will be the first four letters of your last name and the last four numbers of your student ID (eg. smit1234). Your initial password will be "password". You must change your password from the Soarian Clinicals homepage by selecting Change Password.

1. From the Soarian Clinicals homepage, type the **User name** and **Password** provided to you by the information Systems (IS) Department.
2. Check the **Change Password** option.
3. Click **Login**.



4. The **Change Password Dialog Box** will appear.
5. Type your old password provided to you in the **Old Password** field.
6. Type your new password in the **New Password** field. Re-type your new password in the **Confirm New Password** field.
7. Click **OK**.



Note: For assistance, please call the IS Support Center at 856-575-4700