

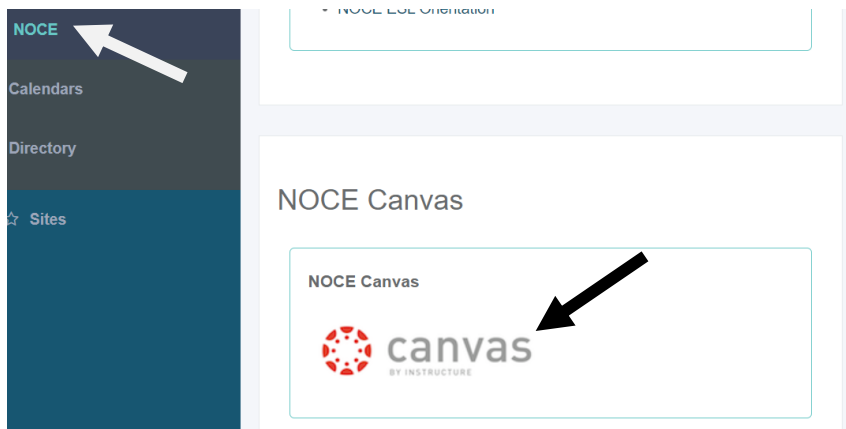
# CANVAS/MYGATEWAY ID AND PASSWORD RESET INSTRUCTIONS

**\*Canvas and MyGateway ID & password are the same**

---

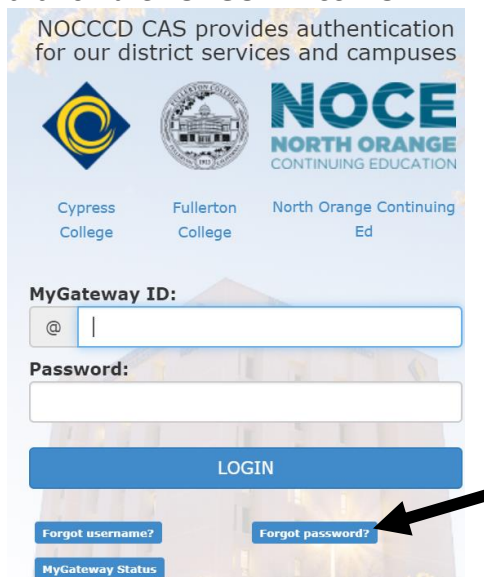
## 2 WAYS TO ACCESS CANVAS

1. Visit [noce.edu](http://noce.edu) click the Canvas link in the footer (very bottom) of the webpage, log-in
2. Log-in to [www.mg.nocccd.edu](http://www.mg.nocccd.edu) and select the **NOCE tab** (on the left) and **Click Canvas**



## HOW TO CHANGE A USER'S MYGATEWAY/CANVAS PASSWORD

- Go to [mg.nocccd.edu](http://mg.nocccd.edu) and click on the **FORGOT PASSWORD** link.
- Or navigate to the Canvas login page using the **Canvas** icon/link on [noce.edu](http://noce.edu) and click on the **FORGOT PASSWORD** link.



- The **FORGOT PASSWORD** application asks the user for the student's **email address and their last 4 digits of their banner number**. Manually check the **"I'm not a robot"** verification.


Set your password

Enter your preferred email address (*preferred email address set in MyGateway*) and the last 4 digits of your ID (student/employee id).

[Forgot your username?](#)  
[Forgot email address?](#)

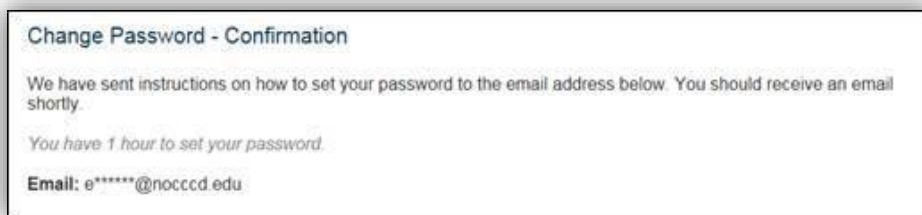
\* Email Address

\* Banner ID (last 4 digits)

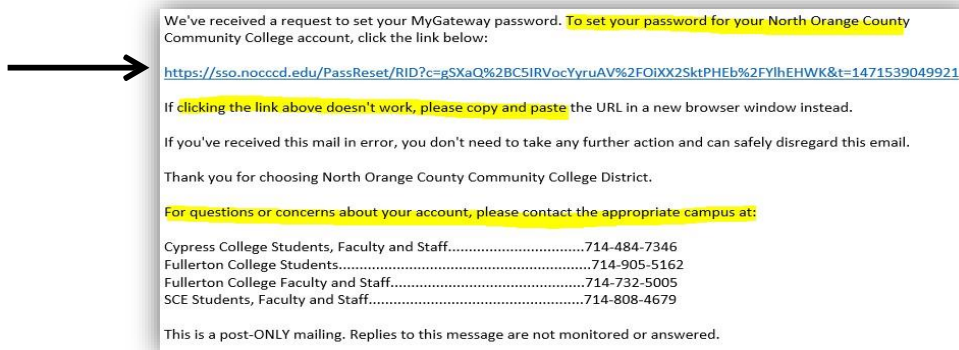
I'm not a robot 

Next

- You will see a **Change Password Confirmation**:



- Wait for the email** – which sends a link to change your password. **Be patient!** If the system is really busy, the email might not come immediately. This is what the email looks like:



- Click the unique link that is **only available for an hour from the time the link was created**.

Fill in the password and confirm password fields and then click the **PROCESS** button.

*NOTE: the password **MUST be 8-20 characters and contain a number and a character.***  
*Example: Test321!*

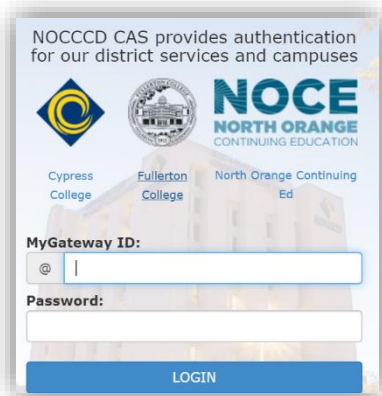


- Once successfully processed, the user will see the following screen. Select “Log In” to return to the login screen and use your newly created password

### Change Password - Request Received

Your request for password change has been received. An email will be sent shortly notifying you that your password has been changed. Please keep your new password safe, secure, and do not share your password. Thank you!

Click **Log In** to access MyGateway.



**NOTE: It may take up to an hour for your new password to work, depending on how busy the systems are.**

---

Contact [starhelp@noce.edu](mailto:starhelp@noce.edu) if you are unable to reset your password. Be sure you are using the email address on file with the school for the reset.

---

## HOW TO RETRIEVE A MYGATEWAY/CANVAS ID

- Go to [mg.nocccd.edu](http://mg.nocccd.edu) and click on the **FORGOT USERNAME** link.
  - (Username is the same as your student/MyGateway ID number)

NOCCCD CAS provides authentication for our district services and campuses

Cypress College Fullerton College North Orange Continuing Ed

**MyGateway ID:**

**Password:**

LOGIN

[Forgot username?](#) [Forgot password?](#)

[MyGateway Status](#)

- The **FORGOT USERNAME** application asks the user for their **email address and their birthday**. **Manually check the "I'm not a robot"** verification.

Forgot ID?

Enter your preferred email address (*preferred email address set in MyGateway*) and your date of birth.

\* Email Address

\* Birth Date (MM/DD/YYYY)

I'm not a robot

Next

- **You will see a Confirmation:**

Log In to access MyGateway.'"/>

Forgot ID - Confirmation

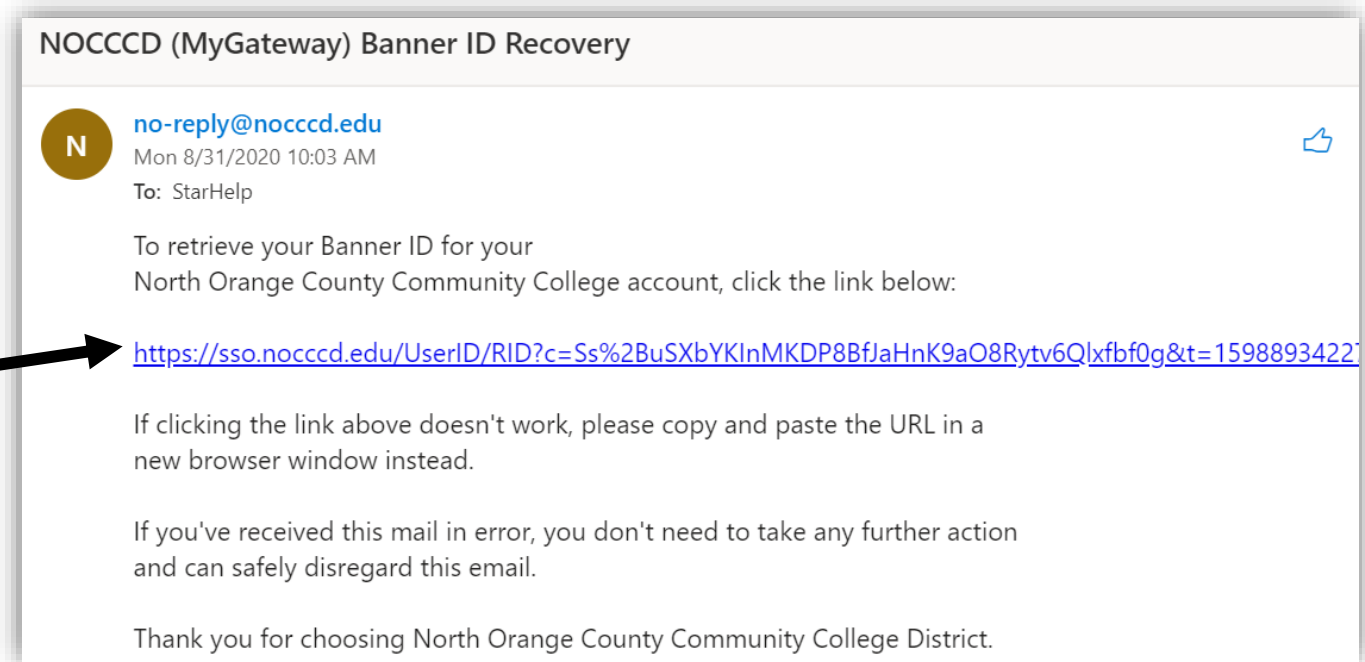
We have sent instructions on how to retrieve your Banner ID to the address below. You should receive an email shortly.  
*You have 1 day to retrieve your Banner ID.*

Email: s\*\*\*\*\*@noce.edu

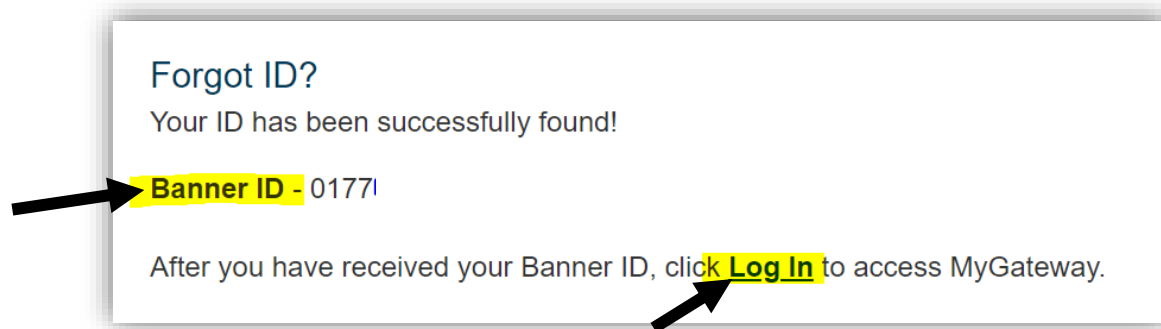
After you have received your Banner ID, click [Log In](#) to access MyGateway.

- **Wait for the email** – which sends a link to retrieve your Banner ID/Username. **Be patient!** If the system is really busy, the email might not come immediately. Below is what the email will look like.

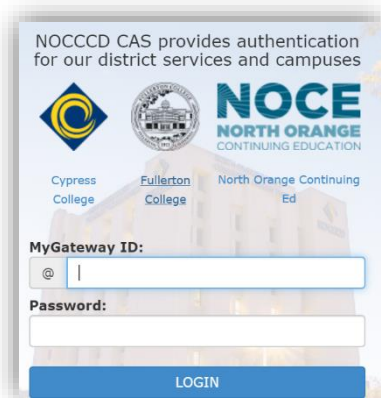
- **Click the unique link**



- **After clicking the link, you will see the below screen.**
  - **Take note of your Banner ID/USERNAME**
  - **Select "Log In" to return to the login screen**



- **Login with your ID and password**




---

Contact [starhelp@noce.edu](mailto:starhelp@noce.edu) if you are unable to retrieve your ID. Be sure you are using the email address on file with the school for the reset.

---