

SCEIS Password Management

Quick Reference Guide: *Forgot My Password*




Enter your SCEIS User ID **1**

USE012345

1
Go to <https://sceispasswordreset.sc.gov/PMUser/> and enter your SCEIS User ID. Click "OK" to log in.

OK

 **Forgot My Password** **2**
Set your new password by answering a series of private questions.

2
Select "Forgot My Password."

To continue, answer the following questions. **3**

Question: What was the mascot of the first sports team you played on?

Answer:

Question: Where did you meet your spouse/significant other?

Answer:

3
Answer two security questions and select "Next."

Next Cancel

New password:

.....


Confirm new password:

.....

4

4
Enter and confirm your new password; then select "Next."
Note: your password must comply with the requirements at the top of the page. You can only change your password once per day.

Next Cancel

 Your password was successfully reset **5**

[Go to home page](#)

Details

- Your password was successfully reset.
- Notification was sent to your email.

5
You will receive a confirmation screen and email message that your password was successfully changed.