## How do I reset/unlock my VTS password?

There are multiple locations with links to reset your password for the VUE Testing System. The same password is used for Admissions Manager, Registration Manager, Delivery Manager and the Connect portal. The two main places to reset passwords is through the Connect portal and Registration Manager.

## Connect Portal

- 1. Go to the Pearson VUE Connect portal athttps://connect.pearsonvue.com
- 2. Click on I forgot my password or username
- 3. Follow the steps to reset/retrieve your username or password

Pearson   VUE	C English ~
Welcome to Pearson VUE Connect	Login
This website gives you access to the applications necessary to manage testing with Pearson VUE. If you need assistance after you have access, please see the help documentation within the applications by clicking the Help link next to your username. For advanced issues, see <u>Contact Support</u> for details on how to contact Pearson VUE.	Username *
	Password *
	Site ID *
	I forgot my password or username Log in

When selecting the password reset option, you will be prompted to enter your user code and site number.

Pear	son   VUE	S English	~
< Login	Forgot password		
	Username *		
	Cancel Forgot username	Retrieve password	

We suggest you choose the option to use your email to reset your password. Complete the password reset process in your email system.

## Reset password with Registration Manager

Registration Manager is the preferred application to reset passwords at sites.

## Call the VSS Helpdesk

(As call volume dictates response time, we strongly recommend using<u>https://connect.pearsonvue.com</u> or Registration Manager to reset passwords rather than calling Pearson VUE.

Please reference www.pearsonhelp.com to find the telephone for Technical Support.

Link to VUE technical support phone numbers

Return to top of document

Article ID: 4 Last updated: 17 Oct, 2022 Updated by: Rons W. Revision: 9 KBPublisher Introduction -> How do I reset/unlock my VSS password? https://pearson.makekb.com/entry/4/