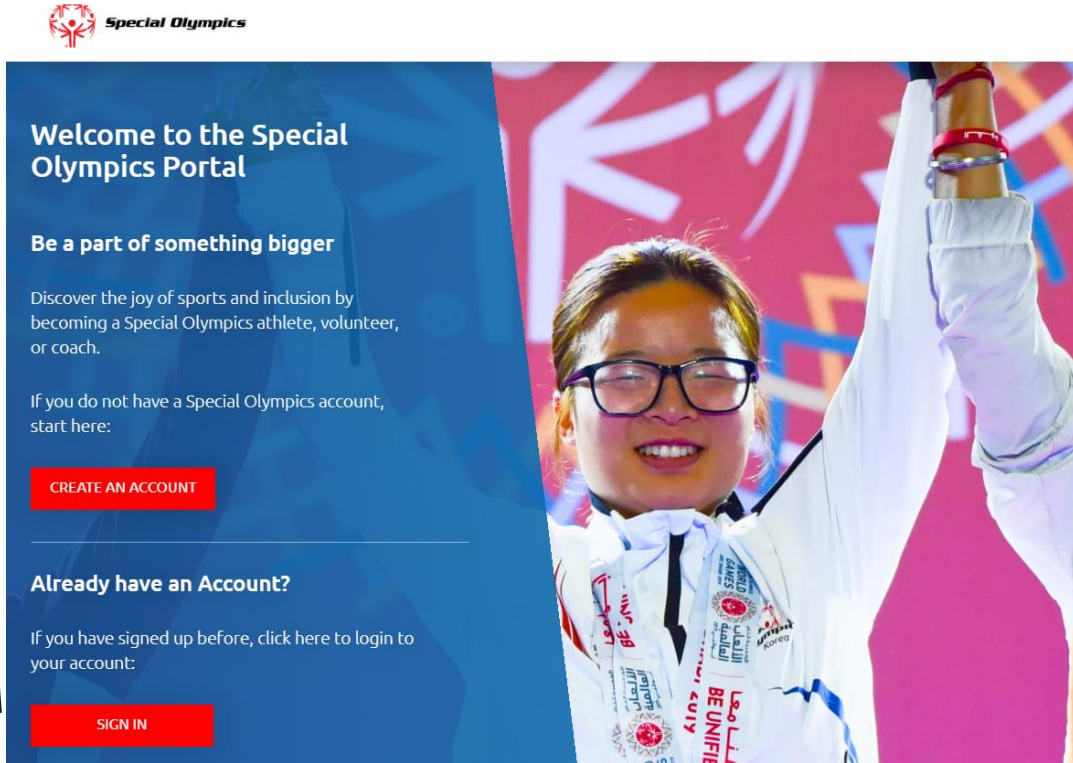
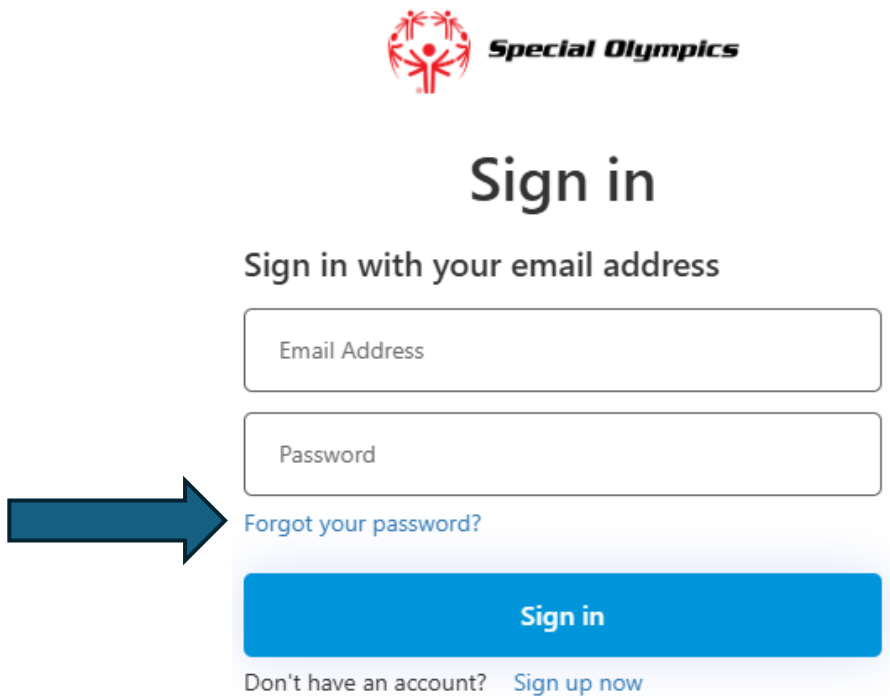


Instructions for resetting your password in the Center of Excellence (DOE) Registration Portal

1. Visit portals.specialolympics.org and select **Sign In**.




2. Select **Forgot your password?**



3. At the next screen, enter your email address and then select **Send verification code**.

Cancel



User Details

Email Address


Send verification code

Continue

4. Do not close the next screen that opens. Go to your email and check your inbox for the following email. If you do not see it, check your spam or junk folder.

Microsoft on behalf of Special Olympics ... ☆ Special Olympics B2C Production account email verification code

5. Open the email and copy or write down the verification code.



● **Microsoft on behalf of Special Olympics B2C Production**
From: msonlineserviceteam@microsoftonline.com
To: hawkisam@yahoo.com

Verify your email address


Thanks for verifying your account!

Your code is: 420558

Sincerely,
Special Olympics B2C Production

6. Enter the verification code, then select **Verify code**.

Cancel



User Details

Verification code has been sent to your inbox. Please copy it to the input box below.

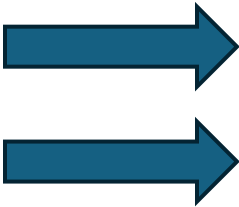
Your email address

Enter code here

Verify code


Send new code

Continue



7. At the next screen, select **Continue**.

Cancel




User Details

E-mail address verified. You can now continue.


Your email address

Continue



8. Enter a new password, confirm your new password, then select **Continue**.

Cancel



Special Olympics

User Details


New Password

Confirm New Password

Continue

The image shows a 'User Details' form with three input fields. The first two are 'New Password' and 'Confirm New Password', both with blue arrows pointing to them from the left. The third is a blue 'Continue' button, also with a blue arrow pointing to it from the left. The form is centered on a white background with the Special Olympics logo and name above it.

9. You will be directed to a new screen. Sign in with your email address and new password then select **Sign in**.



Special Olympics

Sign in

Sign in with your email address

Email Address

Password

[Forgot your password?](#)

Sign in

Don't have an account? [Sign up now](#)

The image shows a 'Sign in' screen with the Special Olympics logo and name at the top. Below the logo is the title 'Sign in' and the instruction 'Sign in with your email address'. There are two input fields: 'Email Address' and 'Password'. Below the 'Password' field is a link for 'Forgot your password?'. At the bottom is a blue 'Sign in' button and a link for 'Don't have an account? Sign up now'.