LOUISIANA TECH UNIVERSITY
Office of Financial Aid

NetPartner Access Reset Form

STUDENT'S Last Name	First Name	MI	STUDENT'S CWID or SSN

If you can no longer access your Net Partner account, signing this form will allow the Office of Financial Aid of Louisiana Tech University to reset your Net Partner access with the security questions and temporary password you choose below. Please attach 2 of the following forms of identification with the Request Reset Form: (1) Driver's License, (2) Birth Certificate, (3) Social Security Card, or (4) CWID,

COPIES OR IMAGES OF THESE DOCUMENTS MUST BE ATTACHED WITH THIS RETURNED FORM.

By signing this form, you understand that it is in your best interest to reset your NetPartner account by following the instructions found at the bottom of this form.

Student Signature: **Date:**

You will receive an email to your Louisiana Tech University email account when your request has been processed. This email will include your temporary password and instructions. Please allow 2-3 business days for processing.

Steps to Reset Temporary Access

1. Login to Net Partner with your SSN and temporary password.
2. Click "My Account" at top of page.
3. Reset Security Questions and update password.

ID Image #1 (click below to add)	ID Image #2 (click below to add)

-- *OFFICE USE ONLY BELOW THIS LINE* --

Date Processed: **Staff Signature:**

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