Instructions on establishing and/or changing your CERIS CAS password
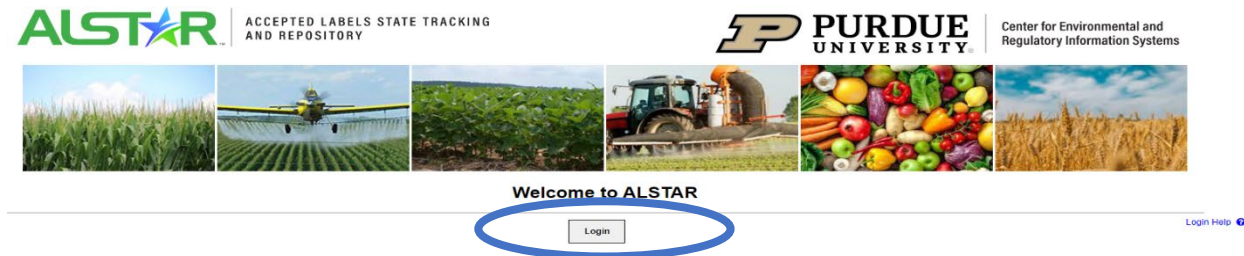
> **PLEASE NOTE**
> **If you already have a CERIS CAS user account**
> **you will NOT need a separate login for each system**

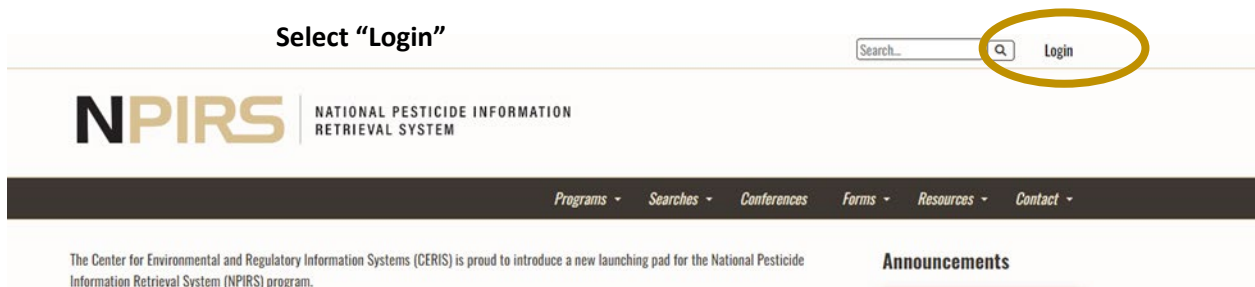1. Go to the CERIS system you are wanting to log into and establish your login credentials
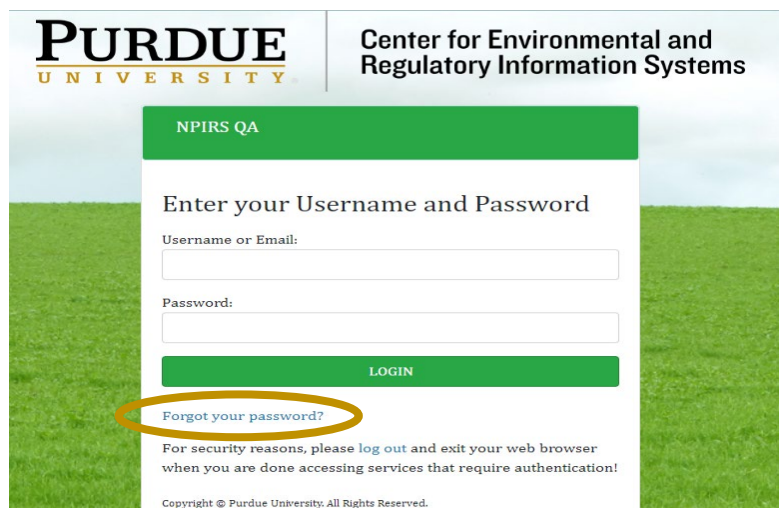
   ALSTAR- https://alstar.ceris.purdue.edu/AlstarHome.php

   Select "Login"

   NPIRS- https://www.npirs.org

   Select "Login"

2. Select "Forgot your password"

3. Enter email associated with the user account and select "Send Recovery Code"

You should then get the following screen:

4. Check your email for the recovery code
   - Click on the TOP link provided in the email

CERIS Password Recovery

N noreply@purdue.edu
To

↩ Reply ↩ Reply All → Forward ...

You have requested a temporary code in order to recover your CERIS credentials.

To recover your password, please use this code as your password to login here: https://auth.ceris.purdue.edu

To disable multi-factor authentication, use the code and your password here: https://auth.ceris.purdue.edu/mfa_disable.php

Your temporary code is: 4196234015.

This code is valid for 30 minutes.

5. Once the link has been selected the following screen should appear:
   - Enter email associated with the user account
   - Enter the temporary code provided in the email in the password space
     - PLEASE NOTE- The code is only valid for 30 minutes.
   - Select Login

PURDUE UNIVERSITY | **Center for Environmental and Regulatory Information Systems**

Manage Profile

Enter your Username and Password

Username or Email:

email@email.com

Password:

LOGIN

Forgot your password?

For security reasons, please log out and exit your web browser when you are done accessing services that require authentication!

Copyright © Purdue University. All Rights Reserved.

6. Identify your user account password
   - In the spaces provided enter your selected password
   - Select Change Password

7. Once the following screen appears your password for the CAS system has been set
   - Select the Logout link
   - Return to the initial CERIS system you are logging into and use your Login Credentials to gain access to the respective system(s).