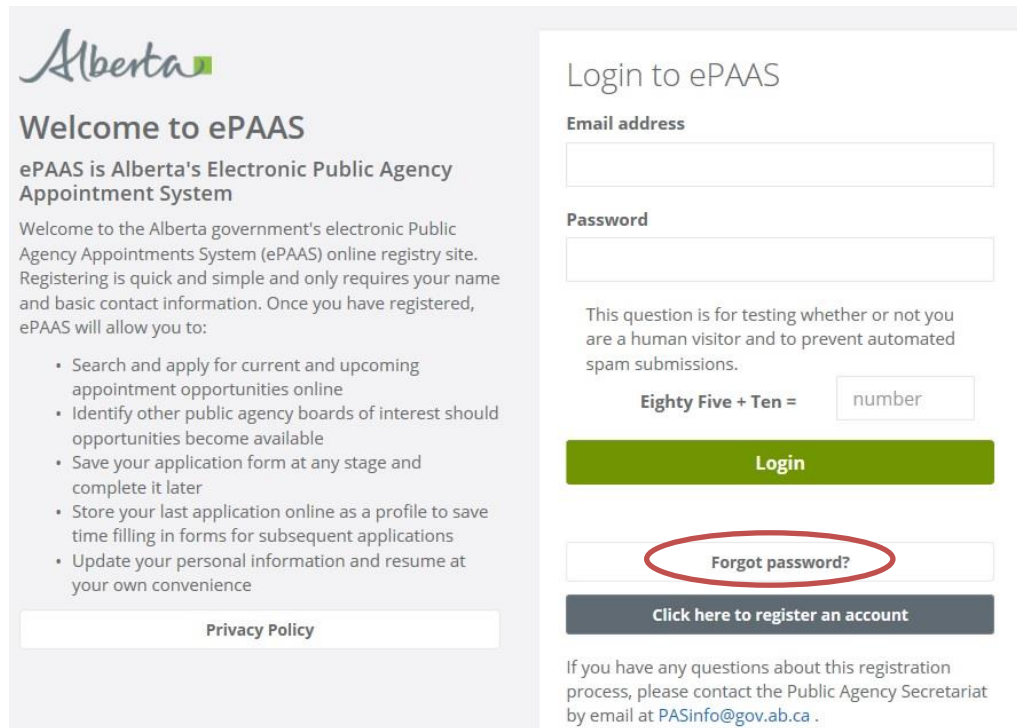


How Do I Reset My Password?

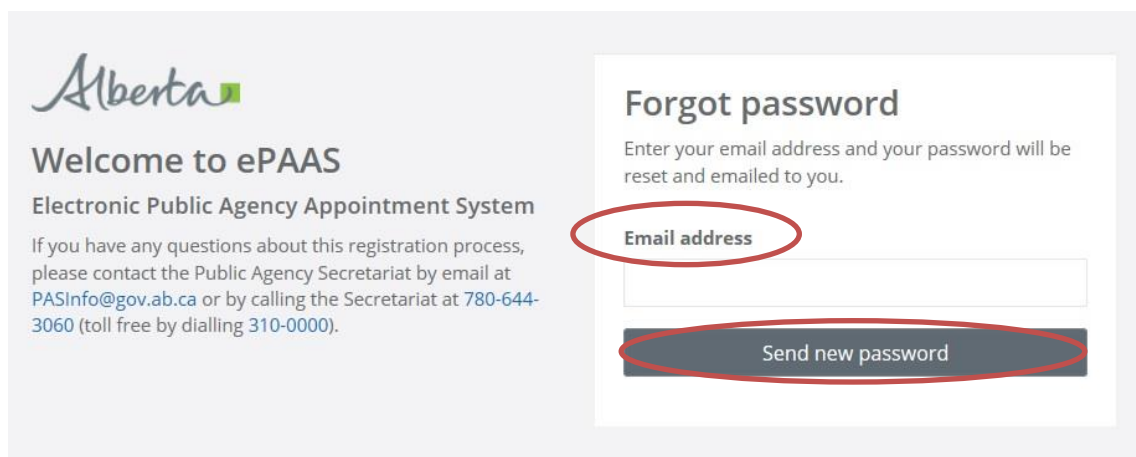
If you have successfully created an account with the Electronic Public Agency Appointment System (e-PAAS) website but have forgotten your password, you may reset your password by following the guidelines below.

1. Access the [e-PASS public website](#).
2. Click on the “Forgot password?” button.



The screenshot shows the ePAAS login interface. On the left, there is a welcome message and a list of features. On the right, there is a login form with fields for 'Email address' and 'Password'. Below the password field is a CAPTCHA question: 'Eighty Five + Ten =' with a text input field containing 'number'. A green 'Login' button is below the CAPTCHA. A red circle highlights the 'Forgot password?' button, which is located below the CAPTCHA and above a dark grey 'Click here to register an account' button. At the bottom of the page, there is a link to 'Privacy Policy'.

3. Enter the email address that you originally used to create/register an account in e-PAAS and click on the “Send new password” button.



The screenshot shows the 'Forgot password' page. On the left, there is a welcome message and contact information for the Public Agency Secretariat. On the right, there is a form with the heading 'Forgot password' and the instruction 'Enter your email address and your password will be reset and emailed to you.' Below this instruction is a text input field labeled 'Email address', which is circled in red. Below the input field is a dark grey button labeled 'Send new password', also circled in red.

4. Please note that your account has to be activated before you can reset your password. If your account has not been activated, an email will be sent to you with the information below. Click on the “activate your account” link provided in the email. Return to step 1 to reset your password.

Alberta Public Agency Message

Please note that this is an automatically generated message that does not allow replies.

Your account must be activated before the password can be reset.

<email>

A user profile has been created for you in the electronic Public Agency Appointments System (ePAAS). You must [activate your account](#) before you are able to access ePAAS to apply online for public agency appointment opportunities.

Your ePAAS profile will allow you to keep a current resume on file and be notified when a public agency of interest posts an opportunity.

If you require assistance, please contact the Public Agency Secretariat by email at PASInfo@gov.ab.ca or by calling [780-644-3060](tel:780-644-3060) (toll free by dialling [310-0000](tel:310-0000)).

5. If your account has already been activated, you will receive the below email. Click on the “Reset your password” link provided in the email.

Alberta Public Agency Message

Password Reset

Dear <name>

We're sending this email because we received a request from you to change your password. (If you did not make this request, please ignore this email.)

To reset your password, click the link below.

[Reset your password](#)

Once you reset your password, be sure to keep it secure. Never reveal your password to anyone, and never respond to an email asking for your password information.

Sincerely,

The Alberta Public Agency Secretariat

If you require assistance, please contact the Public Agency Secretariat by email at PASInfo@gov.ab.ca or by calling [780-644-3060](tel:780-644-3060) (toll free by dialling [310-0000](tel:310-0000)).

6. You will be re-directed to the e-PAAS website to reset your password. Enter new password, confirm password and click on the “Save” button.

Alberta

Welcome to ePAAS

Electronic Public Agency Appointment System

If you have any questions about this registration process, please contact the Public Agency Secretariat by email at PASInfo@gov.ab.ca or by calling the Secretariat at 780-644-3060 (toll free by dialling 310-0000).

Reset Password

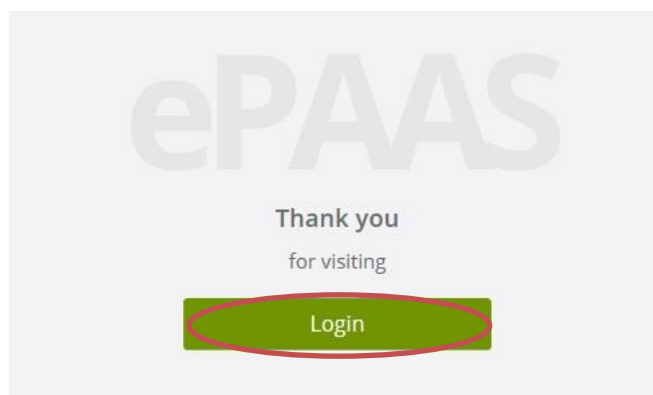
Change your password.

Password

Password Confirm

Save

7. The website will be re-directed with the information below. Click on the “Login” button.



8. You will land on the homepage of e-PAAS. Enter your email address and new password. Ensure that you have answered the math question correctly and click on the “Login” button.

Alberta

Welcome to ePAAS

ePAAS is Alberta's Electronic Public Agency Appointment System

Welcome to the Alberta government's electronic Public Agency Appointments System (ePAAS) online registry site. Registering is quick and simple and only requires your name and basic contact information. Once you have registered, ePAAS will allow you to:

- Search and apply for current and upcoming appointment opportunities online
- Identify other public agency boards of interest should opportunities become available
- Save your application form at any stage and complete it later
- Store your last application online as a profile to save time filling in forms for subsequent applications
- Update your personal information and resume at your own convenience

[Privacy Policy](#)

Login to ePAAS

Email address

Password

This question is for testing whether or not you are a human visitor and to prevent automated spam submissions.

Sixteen + Eight =

Login

[Forgot password?](#)

[Click here to register an account](#)

If you have any questions about this registration process, please contact the Public Agency Secretariat by email at PASInfo@gov.ab.ca.

9. To start applying on a board opportunity, you will need to complete the “Applicant Information” section and upload a current resume.

Welcome to ePAAS

The electronic Public Agency Appointments System (ePAAS) is the Government of Alberta's online registry site for public agency appointments.

There are three steps to apply



Complete your Applicant Information



Upload your Resume to your Profile



Apply for Current Opportunities

If you have further questions, please contact the Public Agency Secretariat at PASinfo@gov.ab.ca or 780-644-3060.