



Colleagues,

Effective Monday, July 25, 2016, the National Science Foundation will change the way in which users request password resets for FastLane and Research.gov. Users will no longer be able to contact the Office of Contract and Grant Administration (OCGA) to have passwords reset. Instead, users can navigate to www.research.gov:

- Click “Log In”
- Click “Forgot Password”
- Enter their NSF ID number

A temporary password will be sent to the user’s email address on file in FastLane/Research.gov. Users can then login using the temporary password, and will need to change the password using the following requirements:

- Passwords must be between 8 and 20 characters
- Use at least one character from three of the four categories:
 - Upper-case letter
 - Lower-case letter
 - Number
 - Special characters; limited to: # & % ! @ ()
- The last six passwords cannot be reused

A password reset guide from NSF is attached for your reference. Video tutorials are also available:

- FastLane: <https://www.research.gov/common/attachment/Desktop/FastLanePasswordReset.html>
- Research.gov: <https://www.research.gov/common/attachment/Desktop/FastLanePasswordReset.html>

Please share this information with NSF investigators and administrators in your department/unit. If you have questions or need further assistance, please send email to erahelp@research.ucla.edu.

Regards,

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