LISTSERV Password Reset

If you are having trouble remembering your password for LISTSERV, or if you see an invalid password error while logging in with your current password, please use this guide to help regain access to your LISTSERV account.

Open your web browser and go to the LISTSERV website for BGSU:
http://lists.bgsu.edu

Near the top-right of the page, locate and press the “Log In” button.

On the next page, instead of logging in as normal, click on the text link that says “get a new LISTSERV password.”

The next page will ask you to register a new password. Enter your email address; make sure you include the @bgsu.edu, as well as a password twice to confirm. You should see a confirmation page indicating you were sent an email.
In a separate window, log into your BGSU Email. You should see an email that looks like this:

![Email Image](image)

After opening the email, locate and click on the link directly in the middle of the message.

![Email Content](image)

The link should take you to a page confirming you have a new password. At this point you can navigate back to the LISTSERV Main Page and log in normally.

![Confirmation Image](image)

If you have any trouble with the steps in this guide, or if you are still having trouble logging in, please contact the Technology Support Center by phone at (419) 372 - 0999, by email at tsc@bgsu.edu, or in person by stopping into 110 Hayes Hall.