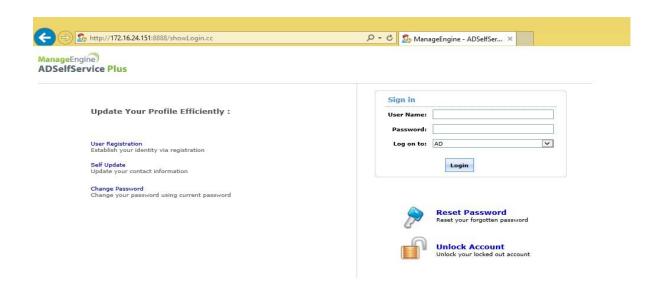


Pittwater House

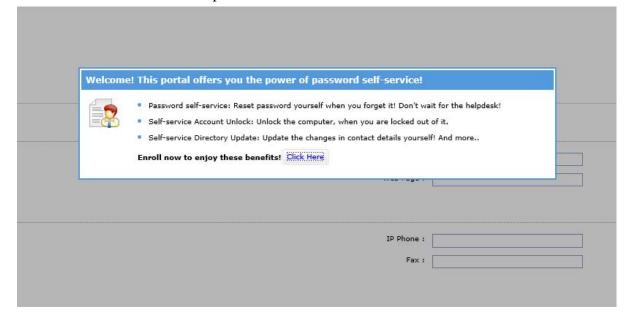
Self Service Password

SETUP & PASSWORD RESET INSTRUCTIONS FOR PITTWATER HOUSE PARENT ACCOUNTS

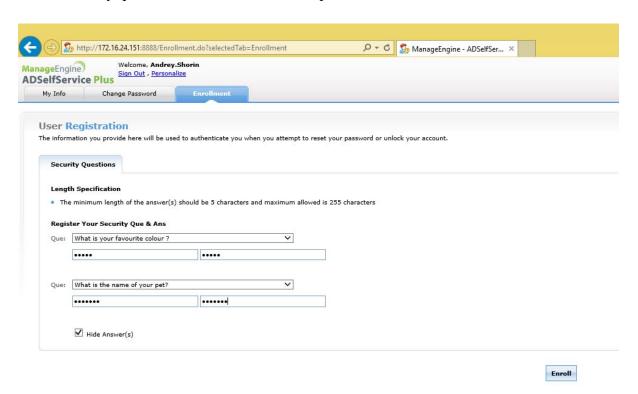
To enrol to the Self-Service Portal go to https://selfservice.tphs.nsw.edu.au/ and login with your TPHS username and password provided by Pittwater House School.



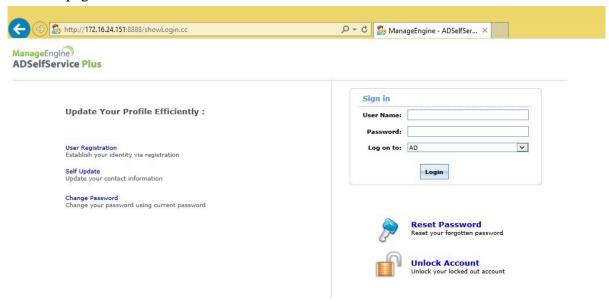
When logged on you'll be prompted to enrol to the self service system. Click on 'Click here' to start the process.



Select two security questions from the list of 8 and provide answers and click enrol.



Once enrolled you will be able to use 'Reset Password' and 'Unlock Account' options on the main webpage.



Reset Self-Service Portal Password

Please follow these steps if you have lost of forgotten your password

Select Reset Password and provide your username.



Provide answers for your security questions, enter captcha and click continue.



To setup a new password enter the password twice and click Reset Password.



If you have any issues please contact IT Support via email at itsupport@tphs.nsw.edu.au