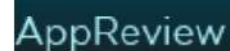


Getting a password for AppReview



Resetting/Forgotten password

This guide explains how to reset your password in AppReview or to request a new one. Once set up, you will be able to access the site and review applications that are sent via the admissions office.

Navigate to <https://ar.hobsons.co.uk/> and click the Forgot Password link in the bottom right of the box as shown in the image below.

At this stage you won't need to fill in any other information on this screen.

Next, complete the information as you see in the **Request password reset** screen.

Once you've submitted this, you will receive an email to your work email address, which will enable you to reset/set your password.

Your username will be as set when your original AppReview access was given. It is usually the same one that you use to logon to UEA systems, however if your original username is less than 5 characters in length we will have added an extra 'a', to reach 5 characters, just for AppReview use.

Your admissions office contact will be able to explain what you are required to do with the applications passed to you in AppReview.

If you need technical assistance with AppReview, please contact the Data and Systems team using the link below.