

La Verne Portal Access Instructions

The La Verne Portal is your central hub for all ULV-related services, including your @laverne.edu email account, unofficial transcripts, Handshake, and more. Your La Verne Portal username is the first part of your @laverne.edu email address (e.g., firstname.lastname), and your password is the same as your @laverne.edu email account password. Here's how to navigate it:

La Verne Portal Returning User Instructions:

If you've logged into the La Verne Portal before but have forgotten your password:

1. Go to myportal.laverne.edu and follow the instructions to reset your password. Note that resetting your La Verne Portal password will also reset your @laverne.edu email account password as they are the same.
2. If you encounter issues, contact the University of La Verne Help Desk at (909) 448-4130. Select option three to speak with a representative. *You must know your 8-digit student ID for password reset assistance.

La Verne Portal New User Instructions:

To activate your La Verne Portal account:

1. Visit myportal.laverne.edu and click on "First Time Users."
2. Enter your 8-digit User ID (Student ID), your last name, and select "Student" as your role.
3. A temporary password will be sent to the personal email address registered in the school's system. Once you receive it, return to the Portal homepage, log in with the temporary password, and follow the instructions to set a permanent password.

If you experience difficulties, contact the University of La Verne Help Desk at (909) 448-4130. Select option three for assistance. *You must know your 8-digit student ID for password reset assistance.

La Verne Portal Access:

- **Email account:** From the Portal homepage, select Quicklinks > La Verne Email
- **Unofficial Transcripts:** From the Portal homepage, select Quicklinks > MyLaVerne > Student Services & Financial Aid > View Unofficial Transcripts
- **Handshake:** From the Portal homepage, select Quicklinks > Handshake > University of La Verne Sign On. If this is your first time, choose "Set Up Single Sign On," enter your @laverne.edu email address, and follow the instructions sent to your inbox.

- **Wilson Library databases:** Visit laverne.libguides.com/alumni. After selecting a database, log in using your @laverne.edu email address and password to gain full access.