


CoreHR HOW TO RESET PASSWORD



Click Forgot Password

The logo for 'access PeopleXD' is located at the top right of the interface. It features a white circular icon with a right-pointing arrowhead, followed by the text 'access PeopleXD' in a white sans-serif font.

Username

Password 

SIGN IN

Forgot password

Unfortunately, you will not be able to use the Forgot Password link if you fall into any of these categories:

- Do not have a US work email address
- Have a US work email address but we do not hold this on CoreHR
- Are a Volunteer

Please contact the HR Admin Team via hrselfservice@theus.org.uk

A pop up will appear requesting you to enter your username and date of birth.

If you enter in your incorrect username or date of birth, you will not receive an email as your details do not match.

Forgotten Password

Please enter your username and we will email you a link to reset it.

system.admin

Date of Birth

4 September 1987

Reset Password

CoreHR Password Reset



donotreply@corehr.com

To ○ HR Selfservice



09:57

To initiate the password reset process for your CoreHR portal Account, click the link below:

https://uatmy.corehr.com:443/pls/coreportal_usngu/cp_registration.activate?p=FA323189BDDF7FCA6237C6BA28DBB2F5B0CA8BF683B1AF02D7EA607A30F37ECF&l=EN&action=re:

If clicking the link above does not work, please copy and paste the URL in a new browser window instead.

If you did not initiate the request, you should inform the HR Admin team on hrselfservice@theus.org.uk.

Regards, The HR Department

An email will be sent to your US work email address with a URL link (example of email shown)



TheUS

Once you click the URL link you will be requested to enter your NI Number and your new password

Set Password

[Back to Login](#)


Enter your National Insurance number to confirm your identity. Set a password you will recall, you should include upper and lower case characters, numerics and special characters e.g. @, #, ! etc. Minimum length 8 characters. If you have any questions, please contact the HR Admin team on hrselfservice@theus.org.uk

National Insurance Number

Your National Insurance Number is available on your payslip or P60

Password

Confirm Password

 Set Password

