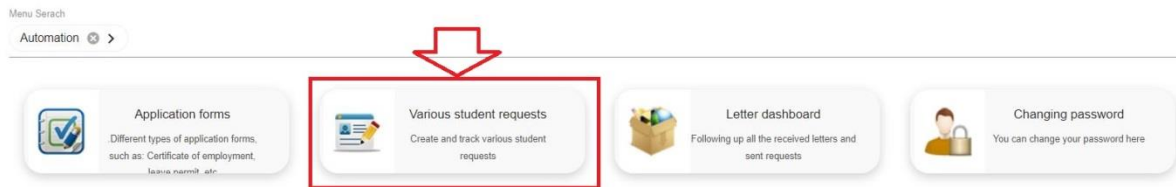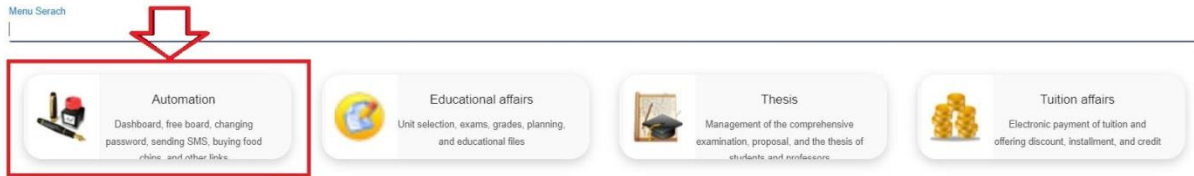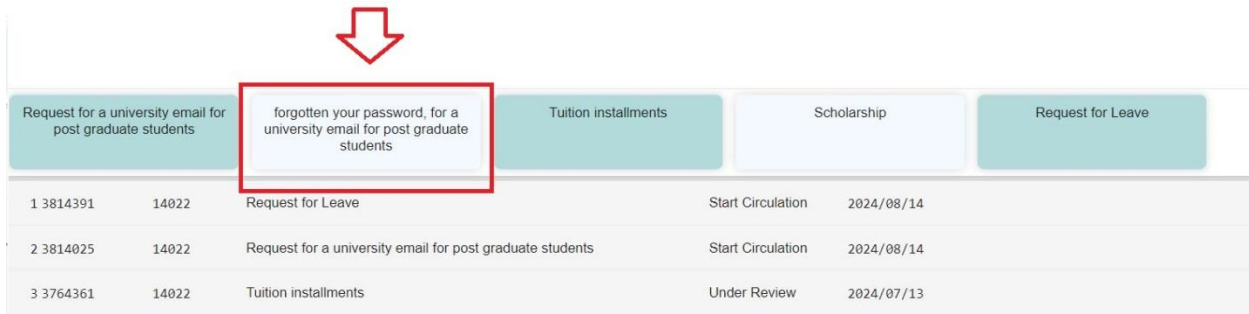**To submit a request, follow the path below:**
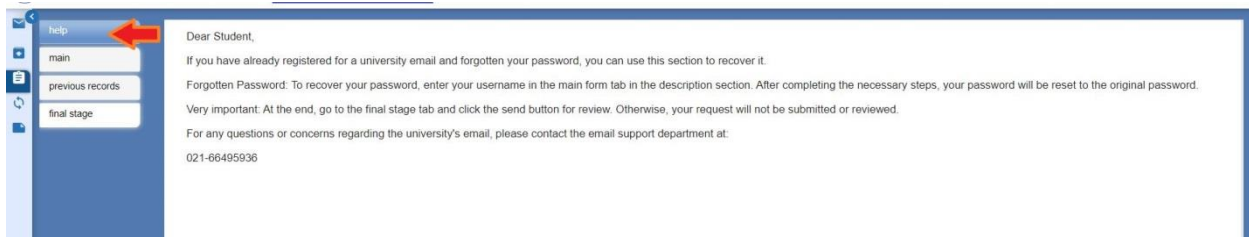

After entering this menu, you will see a list of requests you can send.
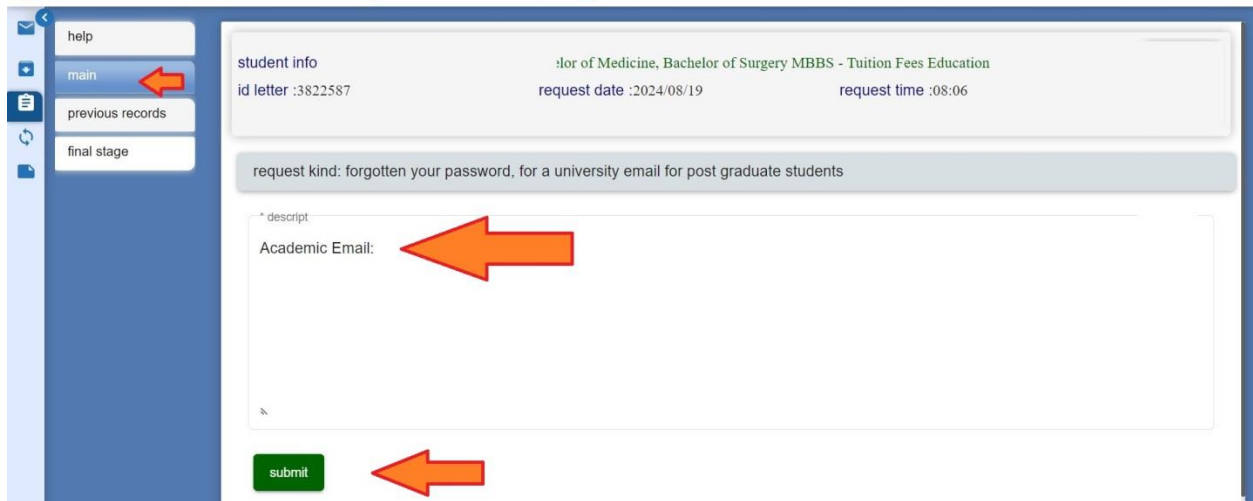

Choose Forgotten Password to submit your request.

After selecting the request, the form of request will be displayed. On this page, click on the guide from the left menu and read it.
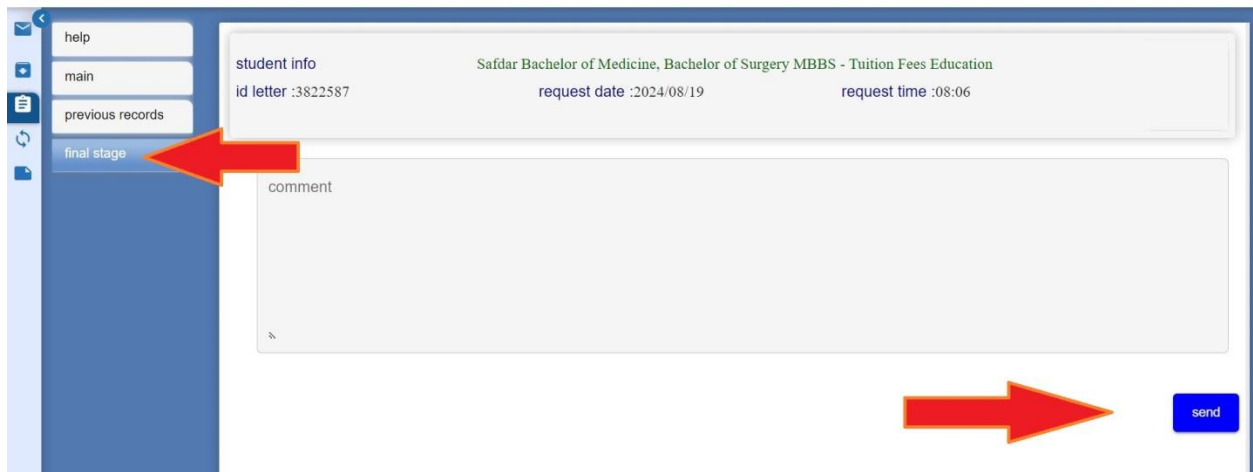

The student then goes to "main" item which is on the left side of the image and notes the pre-defined university email in the description and then the "submit" button.
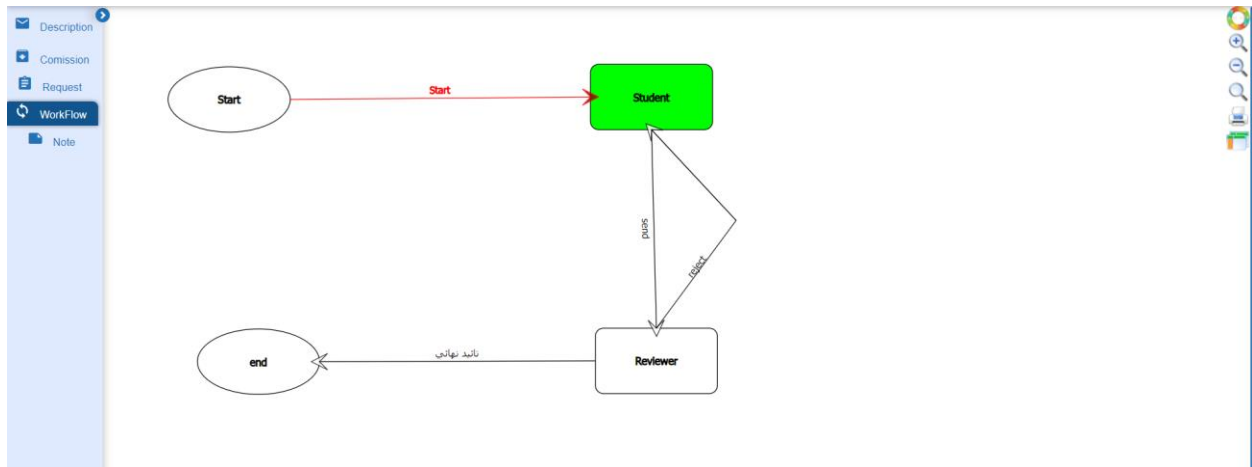
Final step

On your last step to submit your request, you must press the "send" button to send your request.

It should be noted that if you do not press the "send" button, your request will not be valid and the process of the request will not start.

At this stage, your request has been sent to the reviewer letter dashboard, and you can check the steps from "work flow" tab on the left side to track the progress of your request.

At the end, you check the process of your request, at which stage your request is and in whose letter dashboard, and at the end, after the final confirmation, SMS with the following text is sent to you:

Tehran University of Medical Sciences, your request to change your academic email password in Sipad system has been approved. To receive your university email password in Sipad go to following path:

Automation-letter dashboard

Then you enter your sipad account and Automation-letter dashboard and double-click on the request "forgotten your password, for a university email **"to open the request**

Then you can see the result on "final stage" tab.

student info :　　　　　　　afdar Bachelor of Medicine, Bachelor of Surgery MBBS - Tuition Fees Education

id letter :3822587　　　　　　　　　　request date :2024/08/19　　　　　　　request time :08:06

comment

send