Navigate to NSU home page ("www.northsough.edu") and "Student Portal (RDS)"
RDS Password Recovery Process
(Freshers / Existing Students)

Click on "Forget Your Password" link
Enter your 7 digits student id number (excluding last 3 digits) for "Username" field. Click on "Next" button.
There are two options for resetting password process. **Email (by default) & SMS**

Email option is already selected and click on "Next" button.
Student is asked to check email (personal) for next process
email received and click on the provided link
Student provides new password & confirmation password for RDS (as password rules indicated above) and click on "Next" button
Provide 7 digits of student id (excluding last 3 digits) number as username and click on "Next"
Provide password (just newly reseted)

Provide captcha information and click on "Next"
The following information can be viewed:
- Student Profile
- Advising (Self)
- Advising Print Slip
- View Grades
- Payment Status
- Class Attendance

The following action can be taken:
- Course Drop
- Degree Application
- Online Payment Services
- Other Requests
- Logout