eVoucher Password Expiration

The passwords in eVoucher are set to expire every 180 days. You **WILL** be locked out after three failed attempts to log in to your account. You will need to call Finance (412) 208-7532 to unlock your account.

If you receive a message when logging in to eVoucher saying that your password has expired and should be reset, you can reset your own password (without contacting the court) by clicking the "Forgot your login?" link below the login area.

Note: If you begin these steps after three attempts to log in to eVoucher you will be locked out.

The "Forgot your Login?" section will appear to the right of the login area. Enter your username and/or email, and click Recover Login.

You will receive an email with a link to click to reset your password.

You will then be allowed to reset the password.

Passwords must be at least eight characters in length and contain:

☐ One lower-case character

☐ One upper-case character

☐ One number

☐ One special character

When changing passwords, you must specify a password that satisfies the new complexity rules and has not been used in the past 365 days.

Users attempting to change their password to a previously used password before the required time period has passed will receive a notification in CJA eVoucher v4.2.1.

Once you have reset your password, you will receive a message that your password was updated.