

# Online Faculty System

---

A Parish's User Manual  
Recovering your password

---

2020 Rules

James Miles  
1<sup>st</sup> April 2020

---

## Recovering your Password

1. Go to the sign in page <https://facultyonline.churchofengland.org/Secure/Login.aspx> and click **Recover Password**

Home | Sign In | Register | Site Map

THE CHURCH OF ENGLAND Online Faculty System

### Sign In

Please fill in your email and password to sign in or click "Register" if you are a first time user.

Email

Password

Remember Me On This Computer

[Sign In](#)

[Recover Password](#) [Register](#)

Site Map | Privacy | T & C | © 2014 Cathedrals & Church Buildings Division | Web site by exeGesIS

2. Enter the **email** address you used to register with the Online Faculty System and click **Next**.

Home | Sign In | Register | Site Map

THE CHURCH OF ENGLAND Online Faculty System

### Recover Password

### Forgotten Your Password?

Please enter your email address

[Next](#)

Site Map | Privacy | T & C | © 2014 Cathedrals & Church Buildings Division | Web site by exeGesIS

3. The system will send you an email with your new password. If you do not receive this email within a few minutes, check your Junk emails (or spam). If you still cannot find it, contact your DAC.
4. Go back to the sign in page <https://facultyonline.churchofengland.org/Secure/Login.aspx> and enter your new password.

5. For safety reasons, the system will ask you for a new password. Create one and click **Change Password**.

Signed in as: Julie Patenaude | Home | Sign Out | My Account | Member list | Site Map

 THE CHURCH OF ENGLAND Online Faculty System

You are required to change your password either by the administrator or because of a security update.

New Password

Confirm New Password


←

 Site Map | Privacy | T & C | © 2014 Cathedrals & Church Buildings Division | Web site by exeGesIS

6. You will automatically return to the main page and will be signed in.

tes Tools Help

Signed in as: Julie Patenaude Home | Sign Out | My Account | Member list | Site Map

 THE CHURCH OF ENGLAND Online Faculty System

Home Applications Churches Forms Contact Project


Settings Edit

### Welcome to the Church of England Online Faculty System and Church Heritage Record

These systems are being developed as part of the [Faculty Simplification process](#).


They are currently in development, leading to testing with partners in August-October 2014 and then a gradual roll-out from November 2014.

Settings Edit



• • • ○ • • • •

Settings

 Site Map | Privacy | T & C | © 2014 Cathedrals & Church Buildings Division | Web site by exeGesIS

## Getting Help

If you have any problems navigating the Online Faculty System, please read the [Frequently Asked Questions](#) section on the website.

If you cannot find an answer to your question, please contact the DAC Secretary in your diocese for further advice.

If you are experiencing technical difficulties with the Online Faculty System or have an emergency, contact the Admin team at <https://facultyonline.churchofengland.org/contact>

---