

HOW TO CHANGE THE DIGITAL CERTIFICATE PASSWORD

**FOLLOW THE STEPS BELOW TO CHANGE YOUR
PASSWORD**

STEP 1: Browse www.govca.rw website

STEP 2: Click “**Management**” link

NB: once you click on “Management link” and you see a message to install the software “**Need to install software(SecuKit NXS)**”, Click OK and download and install that software.

STEP 3: scroll down on point 3 where it is written “**Change Certificate Password. You can change a certificate password.**” then click “**Action**”

STEP 4: On the next window, choose the storage of your digital certificate and select the digital certificate you want to change the password. Then type the old password and click confirm.

STEP 5: On the next window write a new password that will replace the old one and rewrite it for confirmation. Then click “**confirm**” to save the changes you made

*****If you have successfully changed your password, you will get a pop-up message that says “password has been changed.”*****

NB: Your password should be made by more than 10 characters including:

- letters,
- numbers and
- special characters (!@#\$%^&*)

NOTE: When creating your password consecutive letters (**abc,zyx**) or numbers (**123,987**) and the same letters(**aaa, zzz**) or numbers (**111, 000**) are not available for your certificate password. Special characters like **:::”’,\|** are also not available for your password

Examples of possible passwords: **Rwanda@2017** or **@Kigali!157%**

BELOW, ARE SCREENSHOTS

https://govca.rw/eng/

Rwanda Information Certifi...

Step 1

Visit our website:
www.govca.rw

Title



- Home
- CA Center
- Laws & Regulations
- Certificate Information
- Certificate Service Center
- Library
- Customer Center

Certificate Service Center

- Issue**
issue process
- Renewal**
renewal process
- Reissue**
reissue process
- Management**
validation check, backup, storage P/W
- Certificate missing**
lost/missed certificate
- Digital certificate issuance guide**
- Contact Us**

Click here

Library

PKI document and S/W

- Document
- PKI Software

Secure your Online Transactions

[Press Release](#)

[FAQ](#)

[Public Notice](#)

[Download Application Form](#)

National Public Key Infrastructure(PKI)

Agencies Information
The Rwanda Development Board is evidence that Rwanda is open for business.

Tweets by @PKI_Rwanda

PKI_Rwanda
@PKI_Rwanda

Passwords do Nots
Do not use the same password on multiple accounts. If one account is breached, the others will be at risk as well

Key Features [See the procedure](#)

Step 2

Select certificate

Select certificate storage media

Removable-disk **Hard-disk** Security Token Bio Security Token Extension Media

Select certificate

Category	User	Expiration	Issuer
Test Cert	IZANA RYIKIGO (ICYO UK...	2018-08-16	RDB

Show Cert

Enter certificate password

Certificate password are case-sensitive

Confirm Cancel

2 Write the old password

3 After writing the password click the confirm button

You can copy a certificate. **Action**

You can check a certificate password. **Action**

You can change a certificate password. **Action**

1 Click here

You can delete a certificate. **Action**

You can check identity with a certificate. **Action**

Issue

Enter certificate password

- ✓ The certificate password must contain one or more letters, numbers and special characters of more than 10 characters long
- ✓ The certificate password must not contain consecutive three letters or numbers. And also same three letters or numbers are not available for certificate password

Enter certificate password
Confirm Certificate Password

✓ **Precaution to enter certificate password**

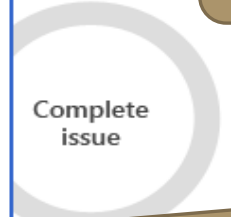
1. Certificate password should be changed at least every six months
2. Some special characters are not available to the certificate password (e.g. : ',# ,| are not available)
3. Consecutive three letters or numbers and same three letters or numbers are not available for certificate password (e.g. : 123, abc, 321, cba are not available) (e.g. : 111, aaa are not available)

Step 3

1 Write the new password here

2 Rewrite the new password here for confirmation

3 Click the confirm button



Complete issue

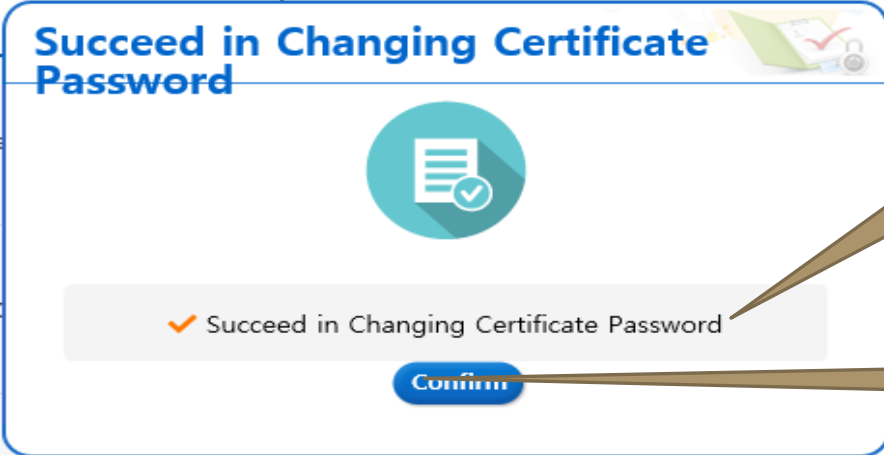
Agency enter

Using an electronic...
received from a registratio
"Issue Certificate" button

Issue Certificate

- Application
- Issue
- Renewal
- Reissue
- Management
- Lost Certificate

Key Features (🔗 See the procedure)

01. Copy Certificate		
02. Check Certificate		Action
03. Change Certificate Password 🔗	You can change a certificate password.	Action
04. Delete Certificate 🔗	You can delete a certificate.	Action
05. Check Certificate Identity 🔗	You can check identity with a certificate.	Action

The confirmation message that you have changed the password.

Click confirm button to close the dialog box