HOW TO:
CREATE YOUR LOGIN.GOV ACCOUNT

Follow these steps to create your Login.gov account.

1. **Enter your email address** at https://secure.login.gov/sign_up/enter_email to begin**.** Choose your official email address

   ==*Note: This must be the same email address that is used by the FMCSA Portal.*== Please make sure your FMCSA Portal email address exactly matches your Login.Gov email address. If not, please log into the FMCSA Portal with your Portal username/password and update your email address to be the same as your Login.Gov email address. Remember to click the "Update Profile" button in the upper right-hand corner of the page after you update your FMCSA Portal information.

2. **Read the Rules of Use statement**, then check the box confirming that you have.

3. Click the **"Submit"** button. *You can now close that page*.

4. Check your email for a message from Login.gov.

5. Click the **"Confirm your email address"** button in the message. This will take you back to the Login.gov website.
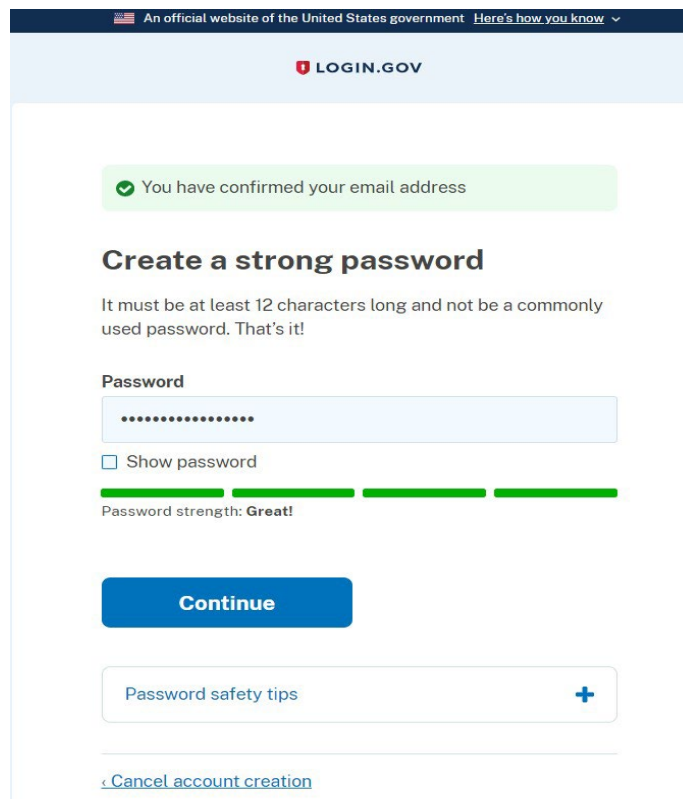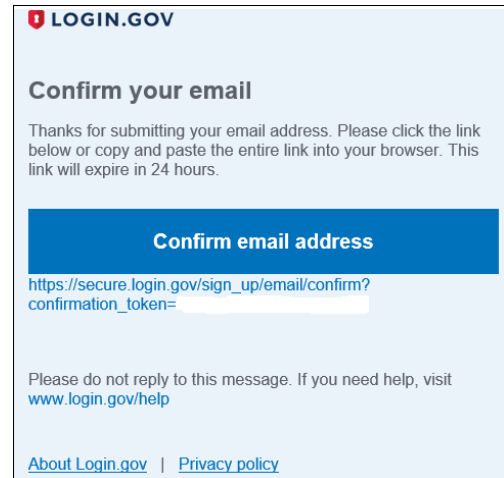
6. **Create your Login.gov password**.

Create your password ensuring it meets the following requirements

- ○ Must not contain all or part of the user's account name
- ○ Must contain characters from each of following categories:
  - English uppercase characters (A through Z)
  - English lowercase characters (a through z)
  - Numerals (0 through 9)
  - Non-alphabetic characters (e.g., !, $, #, %)
- ○ Must contain 12 characters

LOGIN.GOV

Confirm your email

Thanks for submitting your email address. Please click the link below or copy and paste the entire link into your browser. This link will expire in 24 hours.

Confirm email address

https://secure.login.gov/sign_up/email/confirm?
confirmation_token=

Please do not reply to this message. If you need help, visit
www.login.gov/help

About Login.gov | Privacy policy

Your Login.gov password should be different from passwords you use for other accounts such as your bank account or email. Using the same password for many accounts makes identity theft easier.

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LOGIN.GOV

✓ You have confirmed your email address

Create a strong password

It must be at least 12 characters long and not be a commonly used password. That's it!

Password

••••••••••••••••

☐ Show password

Password strength: **Great!**

Continue

Password safety tips   ✚

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7. Set up a second layer of security.

As an added layer of protection, Login.gov requires you set up a secondary authentication method to keep your account secure. This is referred to as two-factor authentication (2FA).

While we only require one secondary authentication method, we encourage you to add two methods to your account. That way you will have a backup if you lose access to your primary authentication method.

You can choose from several authentication options.

More secure:

o PIV or CAC card for federal government employees or military
o Authentication application
o Security key
o Face or touch unlock

Less secure:

o Text message
o Phone call
o Backup codes

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◊ LOGIN.GOV

Authentication method setup

Add another layer of security by selecting a multi-factor authentication method. We recommend you select at least (2) two different options in case you lose one of your methods.

☐ 🔖 **Security key**
A physical device, often shaped like a USB drive, that you plug in to your device.

☐ 💳 **Government employee ID**
PIV/CAC cards for government and military employees. Desktop only.

☐ 📱 **Authentication application**
Download or use an authentication app of your choice to generate secure codes.

☐ 📞 **Text or voice message**
Receive a secure code by (SMS) text or phone call.

☐ ⌗ **Backup codes**
A list of 10 codes you can print or save to your device. When you use the last code, we will generate a new list. Keep in mind backup codes are easy to lose.

Continue

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[Learn more about each authentication option](#) to choose the one that is right for you.
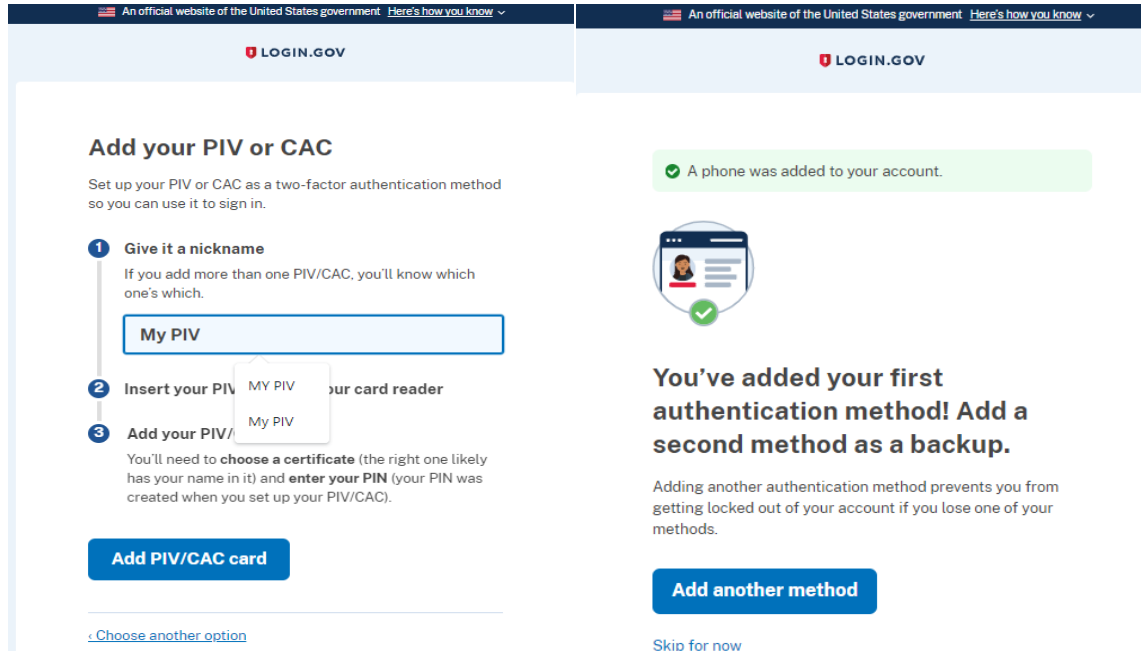
8. **Success!** Once you have authenticated, you have created your Login.gov account.

    You will be taken to your Login.gov account page or the government agency you are trying to access. You can add additional authentication methods, email addresses, or update your information on the Login.gov account page.