How to Set Up and Protect Your ID.me Account





A SIMPLE AND SECURE PROCESS

Multiple government agencies have partnered with ID.me to create a highly secure login process that ensures you, and <u>only you</u>, will be able to access your account.

In just a few short steps, you'll create your ID.me login, secure your account, and verify your identity. Once you're done, you'll be able to access your account as well as hundreds of other websites that offer ID.me as a login option. These include federal and state government agencies as well as healthcare platforms.

What You'll Need:



Mobile Phone with Camera



Photo ID: Driver's License, Passport, Passport Card, or State ID



Laptop or Computer (optional)



Social Security Number



Email Address

Set Up Your ID.me Account

YOUR ID.ME ACCOUNT CAN BE USED TO LOG IN TO YOUR ACCOUNT AT THIS AGENCY

If you already have an ID.me account, you can **simply sign in** by clicking "Sign in to ID.me." Otherwise, follow the steps below.

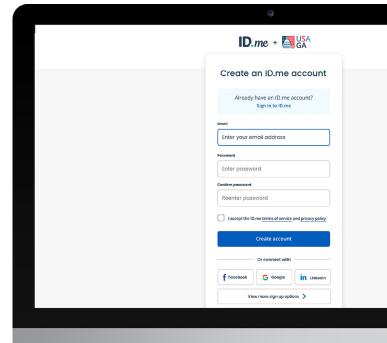




To **create your ID.me account**, enter an email address you can access and choose a password. Click the checkbox to accept ID.me's terms and conditions and privacy policy. Then, click "Create account."



Check your inbox for an email from ID.me. Click the button in the email to **confirm your email address.** Then, return to your browser. The page will automatically move forward to the next step.





Secure Your Account

COMPLETING THIS STEP MAKES YOUR ACCOUNT MORE SECURE



To **protect your account**, you'll set up extra security called multi-factor authentication (MFA). MFA uses a one-time passcode that is sent to your phone or generated via a mobile app each time you log in. That way, even if someone gets access to your username and password, they won't be able to log in to your account without your device.



Choose an MFA option. You can receive a passcode via text message or phone call. You can also choose one of the other listed methods which use a phone app or physical keyfob to securely send the passcode.



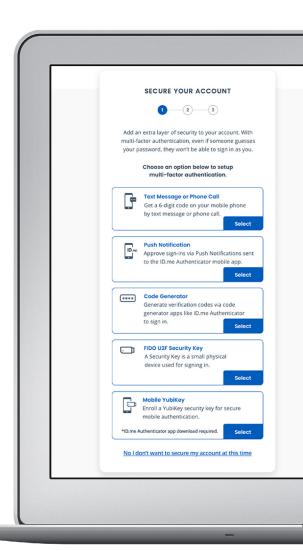
Most people choose to send the passcode to their phone. Just **enter your phone number** and then check your text messages or answer the phone to receive your 6-digit passcode.



On your browser, **enter the 6-digit passcode** and click continue.



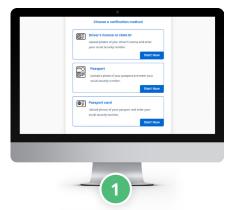
If you want, you can **generate and save** a **recovery code**. The recovery code allows you to access your account even if you don't have the phone or device you set up for MFA.



Verify Your Identity

YOU ONLY NEED TO COMPLETE THIS PROCESS ONCE TO ACCESS YOUR ACCOUNT AT THIS AGENCY AND OTHER SITES THAT OFFER ID.ME AS A SIGN-IN OPTION.

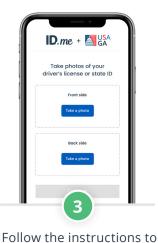
Proving your identity is as simple as uploading a photo of your government ID and taking a selfie. By verifying your identity through ID.me, the agency ensures that you, and only you, are able to receive access to your account.



Choose a document type to submit: driver's license, state ID, passport, or passport card.



Either upload existing photos from your desktop OR type in the phone number of a cell phone that can take pictures. If you choose to take pictures with your phone, ID.me will text you a secure link that will open your phone camera.



take pictures of your ID.

For a driver's license, state ID, or passport card, remember to take a photo of the front and back. When you're satisfied with the photos, click continue.



Follow the instructions to

take a selfie. Try to position
your face in the center of the camera.
When you're satisfied with the
photo, click continue and return to
your browser.



The final step to verify your identity is to **enter your social security number.**Why does ID.me ask for this?

www.ID.me

Confirm and Authorize

YOU'RE ALMOST THERE!

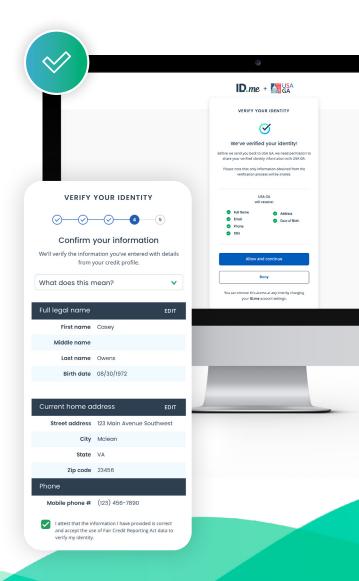
The last step is to confirm your information and allow ID.me to connect you with the agency. ID.me will never share your information without your permission.

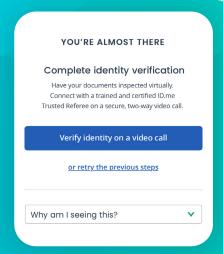


Make sure that all your information is **accurate and complete**. If it is, check the box attesting that the information is accurate, and then click continue. If not, hit the edit buttons to make changes.



You'll see a message saying that your identity has been successfully verified. By clicking "Allow and continue," ID.me will be able to send your information to the agency and you will be granted access to your account.





GET STUCK ALONG THE WAY?

At ID.me we have a **No Identity Left Behind** mission. If you get stuck along the way, we are here to help. You'll see a screen inviting you to connect with an ID.me team member via video call who will verify your identity in moments.

If you have additional questions, please navigate to **help.id.me** and ask our virtual assistant or submit an inquiry. Our member support team is available 24 hours a day, 7 days a week and will get back to you as soon as possible.