

Creating an eAuthentication Profile

The first step for applying on-line is to create an eAuthentication account. There are two levels of eAuthentication (eAuth)* accounts used in VS.

A Level 2 eAuth account (a multi-step process) is needed for EMRS2. To obtain a Level 2 eAuthentication, a USDA imposed identity proofing process for security purposes is required.

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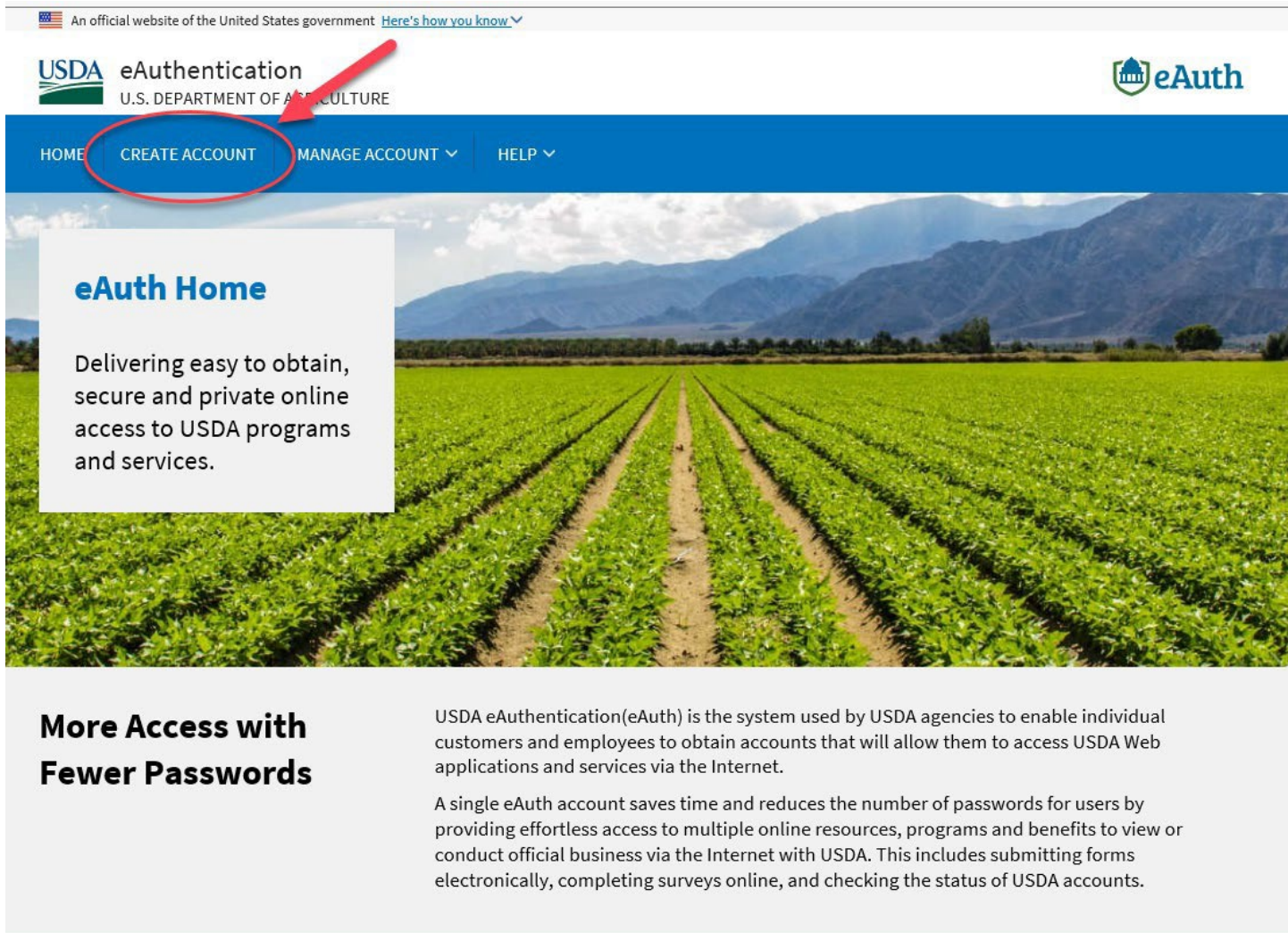
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Creating a Level 1 eAuthentication Account

Go to <http://www.eauth.usda.gov/> and apply for an eAuth account. The USDA e-Authentication website will guide you through the steps needed to create your account.

From the first screen, click on *Create Account*:



Select 'Customer' and click Continue.

Account Registration ?

What type of user are you?

☒ Customer

☐ USDA Employee / Contractor

☐ Other Federal Employee / Contractor

Continue

Type your email address and click Submit.

Customer Account Registration ?

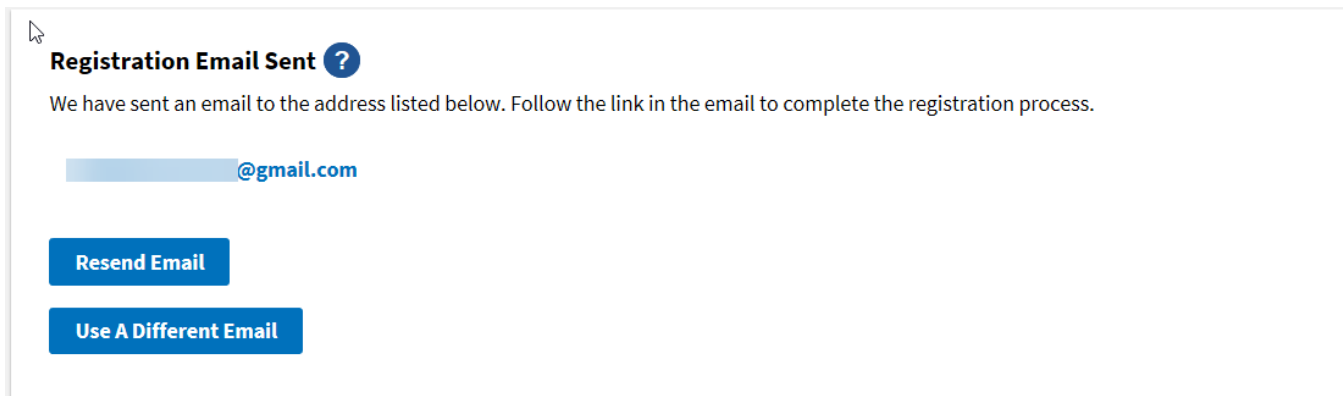
Please enter your email address

Email Address

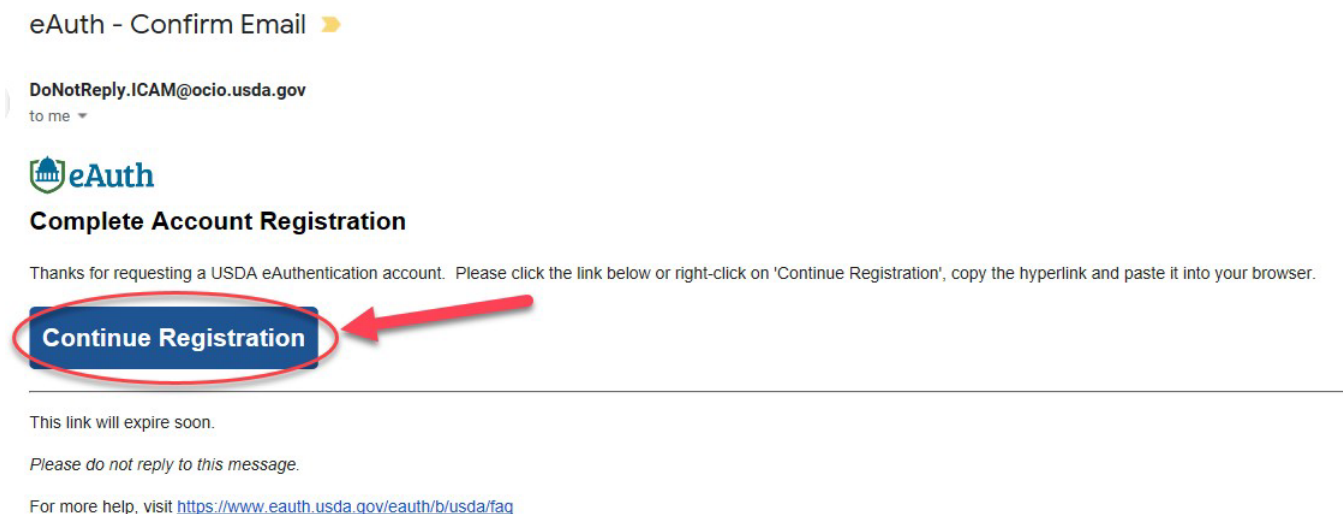
_____@gmail.com

Submit

You will see the following screen. You will need to check your email.



Click on the 'Continue Registration' button in the email from eAuth:



Enter the requested information and click Submit.

Customer Account Registration

Form Approved - OMB No. 0503-0014

Please provide the information requested below to complete the registration of your account.

Please enter your complete name as provided on a government issued photo ID (no nicknames).



First name

Middle name (optional)

Last name

Suffix (optional)



Your User ID Is Your Email Address

User ID : @gmail.com

Please set your password

Password must be at least 12 characters long and cannot be a commonly used password.

Password

 12+

☐ Show Password

Password Strength: Great!

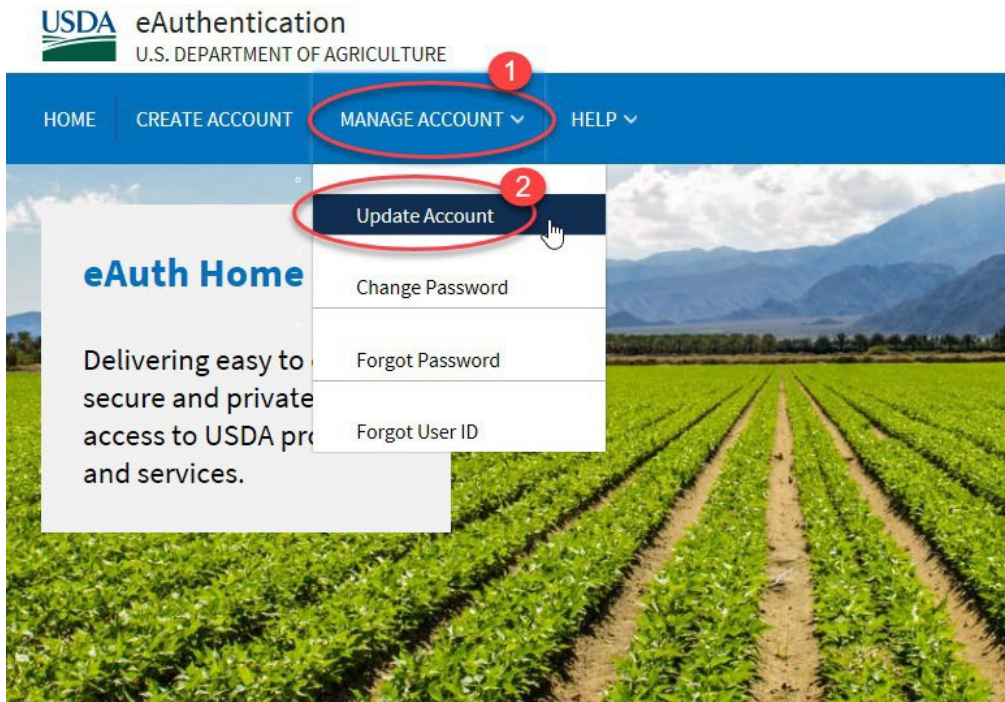
Submit



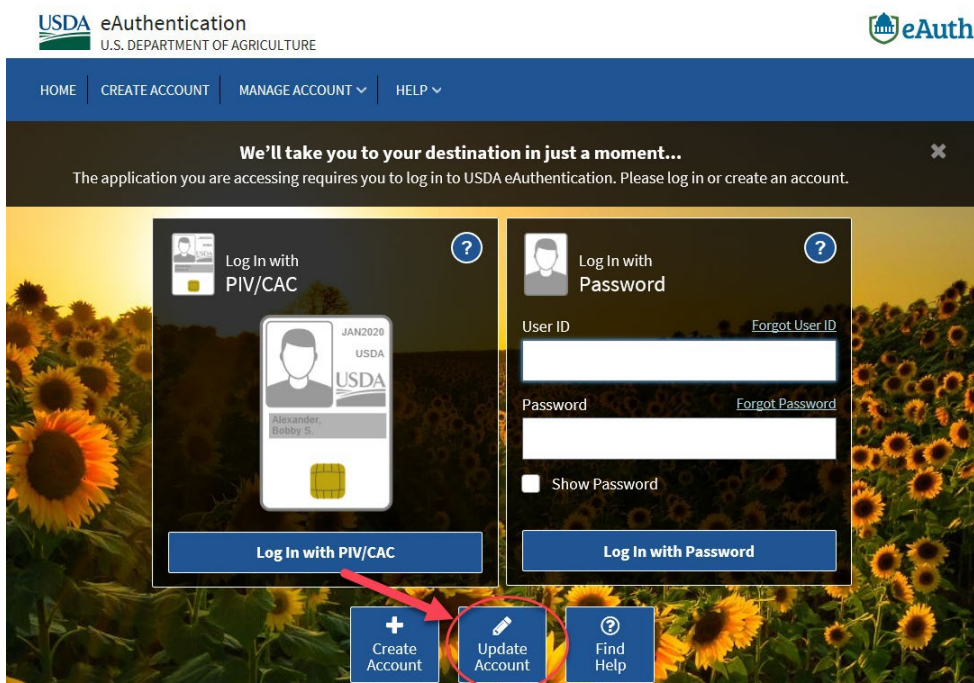
Upgrading to a Level 2 eAuthentication account

Go to the eAuth website and click Manage Account then click Update Account.

<http://www.eauth.usda.gov/>



If you got to the eAuth login page from VSPS, the screen will look like the below screen. Click on Update Account.



Click the 'Continue to Login Page' button.

Update Account

You are not currently logged in.

Please log in with your account before proceeding.

Continue to Login Page

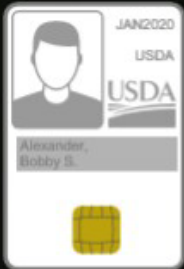
Enter your eAuth userID and password.

Click Log In with Password.

We'll take you to your destination in just a moment... ✕

The application you are accessing requires you to log in to USDA eAuthentication. Please log in or create an account.

 Log In with PIV/CAC ?



Log In with PIV/CAC

 Log In with Password ?

User ID [Forgot User ID](#)

Password [Forgot Password](#)

☐ Show Password

Log In with Password

 Create Account

 Update Account

 Find Help

Click the 'Verify My Identity' link.

Account Information ? [Continue to Application](#) [Logout](#)

Login Information

Your User ID is c[redacted]@gmail.com

Email address: [redacted]@gmail.com [✎](#)

Password: **** [✎](#)

[Verify My Identity ?](#)

Personal Information [Edit](#)

Name: [redacted]

Multi-Factor Authentication (MFA)

PIV/CAC Linking: Not linked ? [Link PIV/CAC](#)

Select 'Verify my identity online (recommended)'.

Verify Identity ?

The application you are accessing requires identity verification. Your account does not currently meet these requirements. Before continuing your identity must be verified by selecting a method below.

☒ Verify my identity online (recommended)

☐ Visit a USDA Service Center for in-person identity verification

[Continue](#)

Click I Agree.

Verify Identity ?

By clicking the "I Agree" button, you are providing written consent to the United States Department of Agriculture (USDA) under the Fair Credit Reporting Act authoring the USDA to determine your identity based on information from your personal credit profile or other information from Experian. By clicking "I Agree", you agree to the Terms of Service, and you authorize the USDA to obtain such information solely to verify your identity for the purpose of avoiding fraudulent transactions in your name.

[Terms of Service](#)

[I Agree](#) [Exit](#)

Complete all fields and click Continue.

Verify Identity ?

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Additional Information Required

Please complete the form below and confirm it is correct.

This information must match your government issued photo ID (e.g., Driver's License).

First name

Middle name (optional)

Last name

Suffix (optional)

Home country

Home address

Home city

Home state

Home zip/postal code

Home phone

Date of birth

For example: 04 28 1986

Month Day Year

To begin the process, you must enter your complete 9-digit Social Security Number (SSN).

Social Security Number (SSN)

☐ Show SSN

Note: USDA eAuthentication does not retain your Social Security Number. It is only used for the identity verification purposes.

Continue



Answer all 5 identity verification questions.

Verify Identity ?

Identity Verification Quiz

Question 1 of 5:

Which state is associated with your relative



Next >

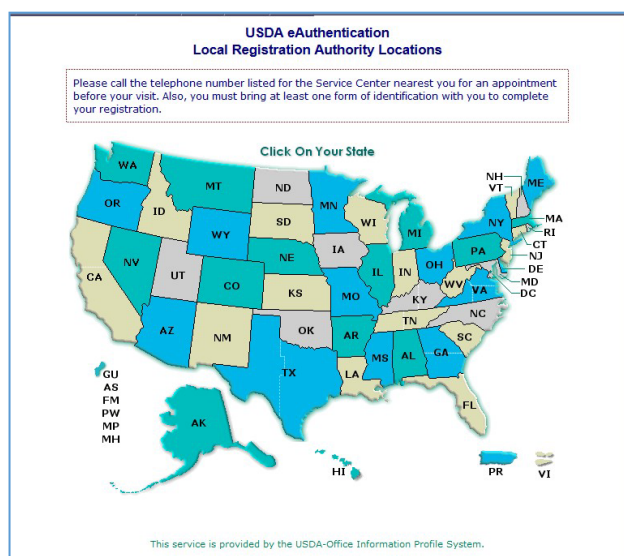
If you are unable to verify your identity using the On-Line Self-Service.

You will have to visit a Local Registration Authority (LRA) in person order to validate your identity and get your Level 2 account activated.

This link will take you to a map to select your State where you can find the closest LRA to you:

<http://offices.sc.egov.usda.gov>

Take your government issued photo ID (e.g. state issued drivers license) and present it in person to a Local Registration Authority (LRA) who can activate your account with Level 2 access. Most LRAs are located at a USDA Service Center office. We recommend that you call ahead to ensure that an employee trained as a Local Registration Authority (LRA) will be available to provide the service at the time you plan to visit the Service Center.



Additional Helpful Information:

Reset my Forgotten Password

Follow these steps to recover your forgotten password:

1. Click on the 'Forgot Password' link on the login page.
2. Select the 'Reset my password with my email' option and 'Continue'.
3. Enter your 'Email Address' and 'Submit'. A message will display to notify you an email will be sent to the address provided with a link to reset your password. Note: If you have not received the message and remained on the page, you can use the 'Resend Email' button to resend the email.
4. Check your email for an email title 'eAuth-Reset Password' and click 'Reset Password'.
5. Enter and confirm a new password that meets the password requirements and 'Submit'.
6. A confirmation message will display.
7. Click 'Continue', if applicable.

More answers in our FAQ –

<https://www.eauth.usda.gov/eauth/b/usda/faq>

If you previously created an e-eAuth account but do not remember your password and cannot get your password reset, **you must create a new eAuth account.**