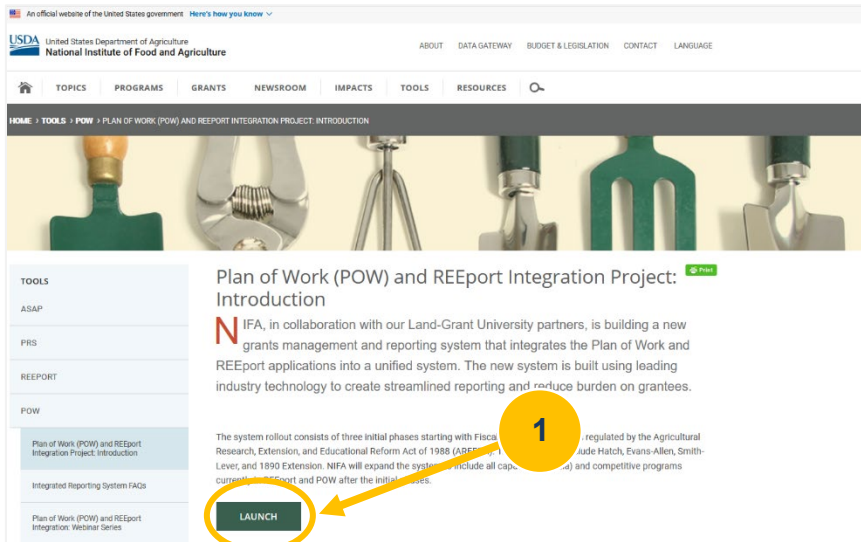


eAuthentication with Identity Verification

Overview

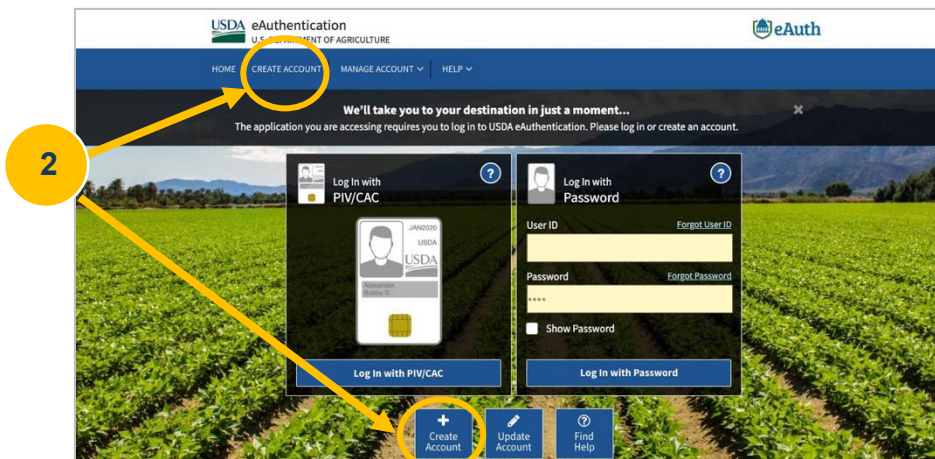
All users of the new NIFA Reporting System will need to complete registration which requires creating an eAuthentication (eAuth) account with identity verification. You will then need to visit the welcome page and request a role from your Organizational Administrator.

- (1) Go to the NIFA Reporting System launch page → Click <http://go.usa.gov/xG8xE>. Then click **LAUNCH**.



- (2) Create new or update existing account:

FOR NEW ACCOUNTS: If you do not have an eAuthentication Account, Click **Create Account** to set up your eAuthentication account.



For Existing Account Holders: If you already have an eAuthentication Account, please skip to Step (10) and make sure you can still log in. If you have not completed the online 5-question Identity Verification Quiz or verified your identity in person by choosing to visit a USDA Service Center for in-person identity verification, proceed to Step (11) where you will see a link to “Verify My Identity.” If you do not see the “Verify My Identity” link, then you are all set and should await instructions for the launch of the new application.

eAuthentication with Identity Verification

(3) Select **Customer** and click **Continue**.

(4) Enter your email address and click **Submit**. Please ensure your information is correct as incorrect details may prevent you from activating your account and/or verifying your identity.

eAuthentication with Identity Verification

(5) You will receive a Registration email used to complete the account creation process. **If you do not receive the email**, please click **Resend Email**.

(6) Open the Registration email.

(7) Click **Continue Registration**.

The image displays the USDA eAuthentication website and a corresponding registration email. On the website, under the heading "Registration Email Sent", there are two buttons: "Resend Email" (labeled with a yellow circle 5) and "Use A Different Email". In the center is an icon of an envelope with an @ symbol (labeled with a yellow circle 6). To the right, a preview of the registration email is shown. The email has the subject "Complete Account Registration" and contains the text: "Thanks for requesting a USDA eAuthentication account. Please click the link below or right-click on 'Continue Registration', copy the hyperlink and paste it into your browser." Below this text is a button labeled "Continue Registration" (labeled with a yellow circle 7), which is circled in yellow. At the bottom of the email, it states: "This link will expire soon. Please do not reply to this message. For more help, visit <https://www.eauth.usda.gov/eauth/b/usda/faq>".

eAuthentication with Identity Verification

(8) Enter your complete name as it appears on a government-issued photo ID. Set your **Password** and click **Submit**.

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HOME | CREATE ACCOUNT | MANAGE ACCOUNT | HELP

Customer Account Registration

Form Approved - OMB No. 0503-0034

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)

1 Your User ID Is Your Email Address
User ID: corbett_aaron@bah.com

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

Password

☐ Show Password

Submit

(9) Registration portion is now complete. Click **Log in**. You will be prompted to complete identity verification after you log in (11).

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Customer Account Registration

Account Registration Complete

You have completed the account registration process and your account is ready for use.
We have sent a confirmation email for your records.
Your User ID is: [redacted]

Log in to your application

eAuthentication with Identity Verification

(10) Enter your eAuthentication **User ID and Password**. Click **Log in with Password**.

Note: If you navigate away from Log in step or return at a later time, you may need to click **Manage Account** on the Menu Bar and select **Update Account** from the dropdown menu.

eAuthentication with Identity Verification

(11) Choose **Verify My Identity** from your profile, off to the right side.

Online Identity Verification requires you to correctly answer a series of questions about your background and personal identity, such as previous addresses, relatives' names, former names, schools you attended, etc. If you are unable to answer enough questions correctly, or you do not feel comfortable using the Online Identity Verification tool, **you must use the In-Person Identity Verification option**. In-Person Identity Verification requires you to visit a USDA Service Center and present your government-issued photo ID to a Local Registration Authority (LRA). The address on the photo ID you use to verify your identity must match the address you used when you registered your account.

Note: If you do not see the “Verify My Identity” link, then you have already verified your identity. Please await instructions for the launch of the new application.

An official website of the United States government [Here's how you know](#)

USDA eAuthentication U.S. DEPARTMENT OF AGRICULTURE eAuth

HOME CREATE ACCOUNT MANAGE ACCOUNT ▾ HELP ▾

Account Information ?

[Continue to Application](#) [Logout](#)

Login Information

i Your User ID is corbett_aaron@bah.com

Email address: [redacted] [✉](#)

Password: **** [✉](#)

11 → [Verify My Identity ?](#)

Personal Information

[Edit](#)

Name: [redacted]

Multi-Factor Authentication (MFA)

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

eAuthentication with Identity Verification

(12) The Verify Identity page requires you to choose your identity method. We recommend selecting **Verify my identity** online and click **Continue**. You may also choose to visit a USDA Service Center for in-person identity verification, at which point your account registration will be incomplete until you complete the in-person identity verification.

(13) After selecting the **Verify my identity online (recommended)** option, click **I Agree** to the Terms of Service.

Please note: The verification service DOES NOT run a credit report or affect your credit score. Information from your credit history is used to generate the questions, but this information IS NOT retained by the USDA. Use of the OIV tool DOES NOT impact your credit score or credit eligibility.

eAuthentication with Identity Verification

(14) On the **Verify Identity** screen, complete the account profile form below and click **Continue**.

[HOME](#) | [CREATE ACCOUNT](#) | [MANAGE ACCOUNT](#) | [HELP](#)

Verify Identity ?

Form Approved - OMB No. 0503-0014

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

United States

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

Note: If you have opted to visit a Local Registration Authority, the social security number field will not be displayed. Instead, you will be redirected to the LRA locator website when clicking Continue.

eAuthentication with Identity Verification

(15) Complete the five question **Identity Verification Quiz**.

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Verify Identity ?

Identity Verification Quiz

Question 1 of 5:

Which state is associated with your relative HAZEL?

☐ TEXAS

☐ NEW JERSEY

☐ WEST VIRGINIA

☐ MARYLAND

☐ NONE OF THE ABOVE/DOES NOT APPLY

Next >

(16) Click **Submit** at the bottom of the Question 5 of 5 screen to submit your quiz.

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Verify Identity ?

Identity Verification Quiz

Question 5 of 5:

You may have opened an auto loan or auto lease in or around June 2019. Please select the dollar amount range in which your monthly auto loan or lease payment falls. If you have not had an auto loan or lease with any of these amount ranges now or in the past, please select 'NONE OF THE ABOVE/DOES NOT APPLY'.

☐ \$570 - \$669

☐ \$670 - \$769

☐ \$770 - \$869

☐ \$870 - \$969

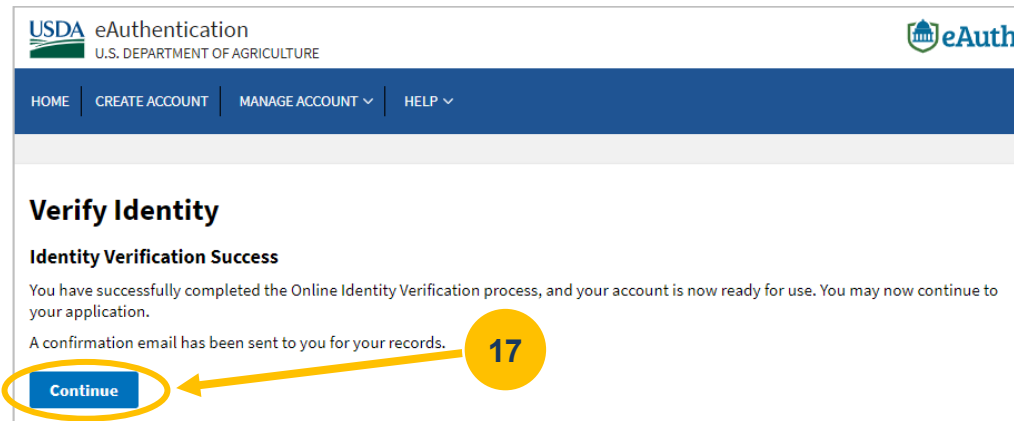
☐ NONE OF THE ABOVE/DOES NOT APPLY

< Previous

Submit

eAuthentication with Identity Verification

(17) If you provided enough correct responses to pass the quiz, the Identity Verification Success screen will appear, and you will receive a confirmation email. If you are not able to pass the quiz on the second attempt, you must verify your identity in person by visiting a Local Registration Authority (LRA). Click **Continue**.



(18) Now that you completed the registration process, please contact your Organizational Administrator to **request a role**.



Other Resources

- eAuthentication Account Help:
 - Visit <https://www.eauth.usda.gov/home>, then click “Help” (FAQs, contacts, etc.)
 - Call 1-800-457-3642 select option 1, then select option 4
 - Email eAuthHelpDesk@ftc.usda.gov