

The following web pages are used for the MyAccess Registration and Automatic Identity Verification Process.

## Register non-federal users

Registration Page for a Department of Transportation MyAccess account.

\* First Name

Middle Name

\* Last Name

Suffix

\* Identity Verification Options  Mobile Phone  Home/Landline Phone

\* Phone Number to verify you today  **i** Provide a Mobile or Landline number. Will be used for Identity verification Only. It must be registered in you or your family's name.

Mobile Number to reset your password in the future  **i** We recommend you submit your mobile number because you can reset your password with a text message. It can be registered in any name.

\* Email  **i** This will be your username.

## Identity Authentication

[Why do we need this?](#)

We use these fields to authenticate your identity.  
[How we protect your Privacy?](#)

SSN

**i** While not required, not providing this information may result in our inability to confirm your identity, thereby preventing you from gaining access to the system. Leave this blank to use an alternate identification method.

Show

\* Date of Birth

\* Street Address 1

Street Address 2

\* City

\* State

\* Zip

I'm not a robot



Next >

25%

**x** We were unable to validate the SSN provided, please enter your driver's license number below. This information will not be saved or stored.

If your Driver's License issued state is not listed in the "Issued State" list, please select the "My state is not listed" checkbox and click "Next" to edit your personal information and try again using your SSN.

List of states currently supported for Driver's License validation.

\* Driver's License Number

\* Issued State

My state is not listed

Next >

Company Information (Optional)

How we protect your Privacy?

Company Name

Title

Fax

Street Address 1

Street Address 2

City

State

Zip

Next >

The following is a screen capture of the Manual Identity Verification page used for MyAccess:

The screenshot shows the MyFAA External User Registration page. At the top left is the FAA logo and the MyFAA text. At the top right are links for 'Job Aid (PDF)' and 'Logout', and a search bar with a 'Search' button. Below the search bar is a legend: '\* = required'. The form is divided into two sections: 'External User Registration' and 'Optional'. The 'External User Registration' section contains fields for First Name (John), Middle Name, Last Name (Doe), Email Address (123@abc.com), and Confirm Email Address (123@abc.com). The 'Optional' section contains fields for Title, Company Name (Federal Aviation Administration), Telephone Number (Telephone Number), Department Name (Information Technology), Address Line 1 (123 Main Street), Address Line 2 (Address Line 2), City, State (Select State), Zip Code, and Country (Select Country). At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer contains the MyFAA logo, 'Version 1.0', and 'Contact Us Help Desk' links. A dark blue banner at the very bottom features the FAA logo and the text 'Federal Aviation Administration'.

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