

eCBSV: Online Registration and Enrollment Instructions

Please review the steps below for registering and enrolling in eCBSV.

Additional details are on the [eCBSV Webpage](#) and in the [eCBSV Technical Information Document](#).

- 1. Registration Testing:** You may test your Open ID Connect (OIDC) configuration anytime using the OIDC Validation tool. Instructions and the link for using the *OIDC Validation Tool* is in the Technical Information Document. ***You are highly encouraged to test your OIDC configuration prior to attempting to register in production.***
- 2. eCBSV Entity Registration:** You may register your entity in production at any time. Upon successful registration, you will receive your production **OAuth Client ID**. This OAuth Client ID is required to access the eCBSV Customer Connection and the eCBSV Verification Service.

The link to the eCBSV Entity Registration is as follows:

https://www.ssa.gov/dataexchange/eCBSV/entity_registration.html

- 3. eCBSV Customer Connection:** After successfully registering in Production and applying the OAuth Client ID as directed in the technical guidance, you will use the eCBSV Customer Connection to register for testing in the External Testing Environment (ETE), to complete your eCBSV Enrollment, and to manage your account.
 - **ETE Registration:** You may complete the ETE Registration at any time in the eCBSV Customer Connection. The instructions and links for testing in the ETE are in the Technical Information Document. ***You are highly encouraged to test your verification software in the ETE prior to attempting to submit transactions in production.***
 - **Entity Enrollment:** The eCBSV Customer Connection will guide you through the automated enrollment process to sign the Permitted Entity Certification, sign the User Agreement, and purchase your Tier through Pay.Gov. Upon completion of the enrollment workflow, please note the following:
 - You will receive your Production **Exchange ID**. This Exchange ID is required for accessing the eCBSV Verification Service in Production.
 - Your annual tier subscription will be effective immediately. Please keep this in mind when determining internal timeframes for testing in the ETE and moving into production.
 - You may continue to use the eCBSV Customer Connection to manage your account and to view your transaction tier balance.

The link to the eCBSV Customer Connection is as follows:

<https://apiauth.ssa.gov/entityLogin.html>

- 4. Adding Financial Institutions (Service Providers only):** Each Financial Institution must complete a registration process prior to submitting verification transactions through a service provider. Financial Institutions only need to register once; they do not need to register separately for each service provider they use or if they switch providers. Service providers should direct their customers to the Financial Institution Registration web page.

The link to Financial Institution Registration is as follows:

https://www.ssa.gov/dataexchange/eCBSV/institution_registration.html