## **G6** - Registration

On October 30, 2023, the Department of Education launched G6, their new login interface to G5.gov, which utilizes the Login.gov method. Currently, you can access the portal system via either login.gov (G6) OR email and user name (G5), but unsure when the portal will only accept the login.gov method.

To ensure the changes or if you are new to this portal system, you must go to the G5 to create an account which will link to the Login.gov (UMD email preferred).

- 1) Register with G5
- 2) If you do not have Login.gov

## To register with G5

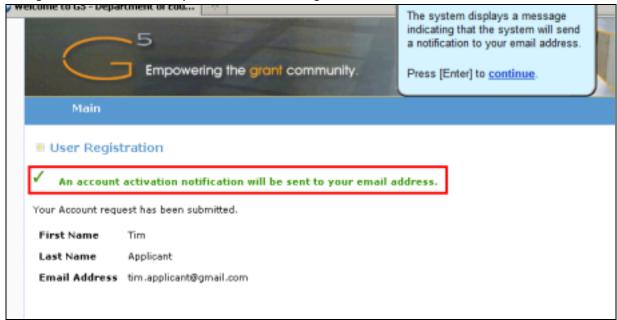
1. Go to www.g5.gov and click on "Sign Up" to register as an applicant.

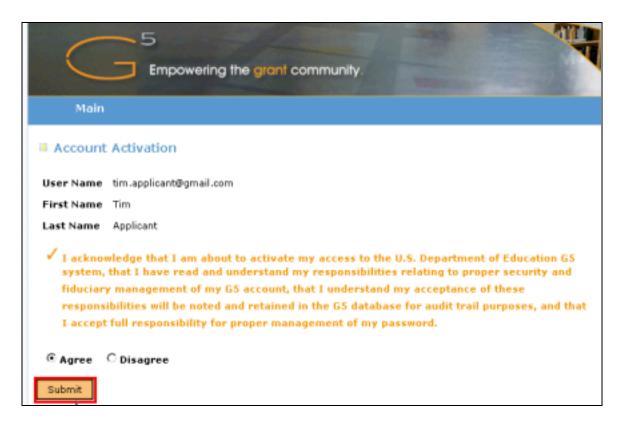


- Complete the User Registration form. Choose "No" for the first question (ED Employee/ED Contractor). Enter in your name, phone, address, and email address as requested. > Click Continue.
- 3. Confirm that the information you provided is correct and click "Agree" and Submit.



4. An Email will be sent to the email address you provided. In this email, there is a link to activate your account. Click on the link. This will open up a browser window that will ask you to review and agree to the activation of your account. Click "Agree" and Submit.

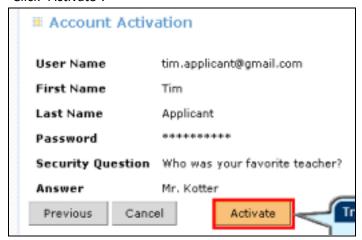




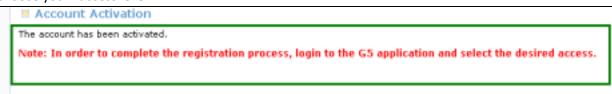
5. Set up your account password and security question. Then click Continue.



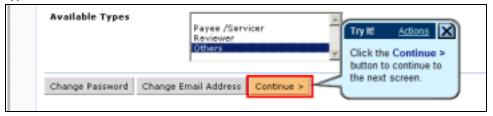
6. Click "Activate".



7. To complete this process, return to <a href="www.g5.gov">www.g5.gov</a> and login using your Email ID (email address you provided) and your password. You will receive a second email, reminding you to login and choose your "access level".



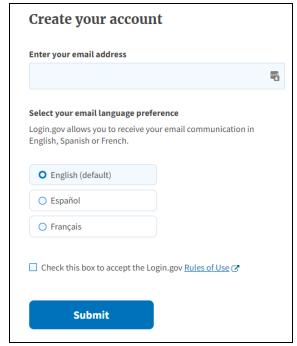
8. This will take you to your Profile, which can be edited. This is also where you can reset your password or change your email address. At the bottom of the profile screen, under "Available Types" choose "Others".



- 9. If you are a non-fellowship Project Director, click "yes" and enter the UEI for the University of Maryland (NPU8ULVAAS23). If you are applying for a fellowship, do not choose "yes" for Project Director.
- 10. Once you have filled out the required information, click "Continue.. You will return to your Profile page. Click "Submit." Your registration is now complete.

## If you do not have Login.gov

- 1. Go to Login.gov to register.
- 2. Enter your G5.gov email address > Select your email language setting > Click Submit



- 3. Go to your email inbox for the confirmation email. If you do not see this email in your inbox, please check your spam box as well.
- 4. Click on the "Confirm your email" button on the email that you have received from the login.gov.
- 5. Create a password.
- 6. Configure your second layer of security from the options below.
  - a. Authentication App: Get codes from an app on your phone, computer, or tablet (e.g. Duo)
  - b. Phone: Get security codes by text message (SMS) or phone call
  - c. Backup codes: Login.gov will provide you 10 codes to use and keep in a safe place. You can use backup codes as your only authentication method if you don't have any of the other options.

More information on how to create the login.gov account can be found <u>here</u>.