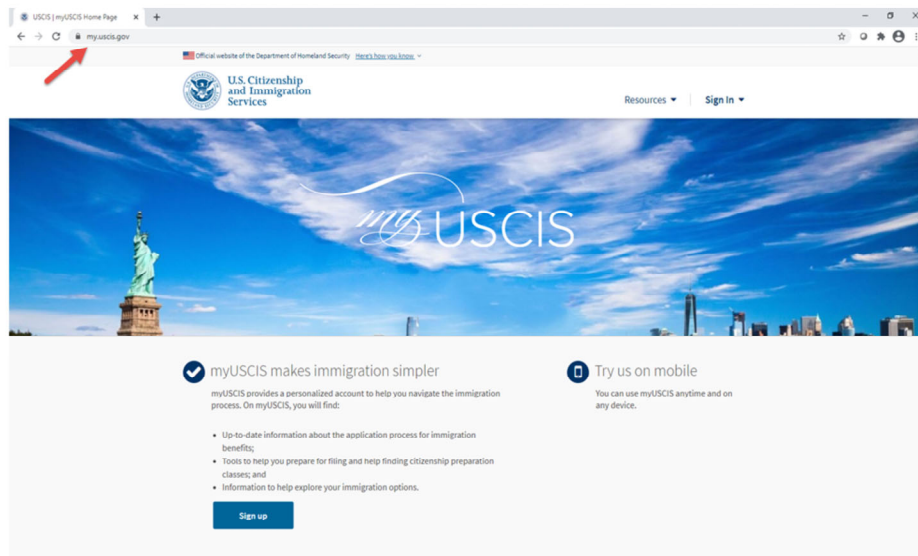


USCIS ONLINE ACCOUNT CREATION



myUSCIS Overview - slide 2

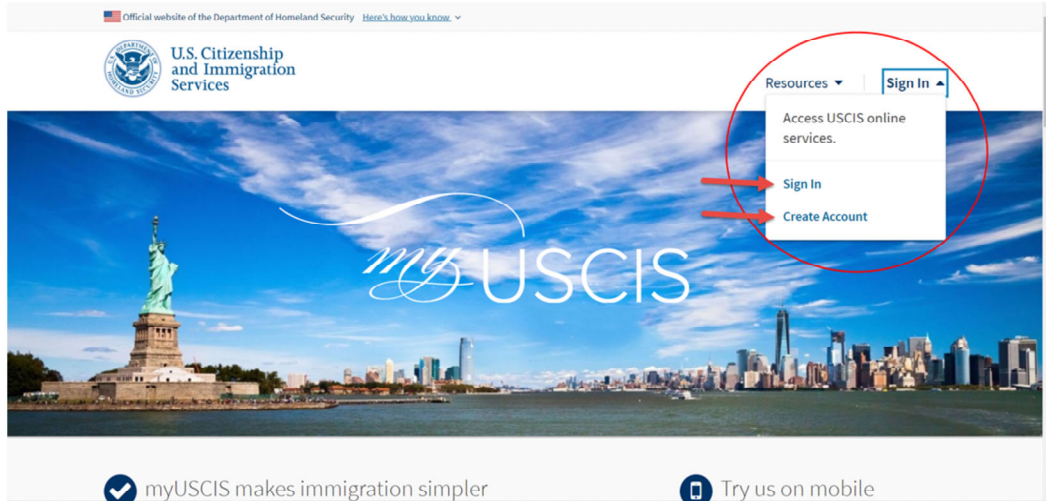
This is the myUSCIS homepage. You begin your registration process here by entering my.uscis.gov into the address bar of your browser.

myUSCIS is an online portal that serves as a one-stop shop for immigration information, various tools, and resources to help applicants and registrants navigate the immigration process.

It is accessible any time at my.uscis.gov from any mobile device or desktop computer.

We continue to improve the experience and design, so please don't be alarmed if in the coming weeks and months you notice some tweaks to what you see today. The overall process will remain the same.

USCIS ONLINE ACCOUNT CREATION



USCIS Online Account Creation - slide 3

You must create a free myUSCIS account in order to complete the H-1B electronic registration process and pay the associated fee.

If you already have an account, you can access your account login directly from my.uscis.gov by clicking the "Sign In" button in the top right corner. If you do not have an account, you can create one by clicking the "Create Account" button in the top right corner.

For the purposes of this presentation, I am going to be a new user so that we can go through the process of creating a new online account.

I will start by clicking the "Create Account" button in the top right corner. You can also click the blue "Sign up" at the bottom of the page.

USCIS ONLINE ACCOUNT CREATION



Official website of the Department of Homeland Security

U.S. Citizenship and Immigration Services

You need to sign in or sign up before continuing.

Sign Up

Your USCIS account is only for you. Do not create a shared account with family or friends. Individual accounts allow us to best serve you and protect your personal information.

You must provide your email address below if you are the one who is filing a form online, submitting an online request, or tracking a case.

1 Email

2 Email confirmation

Your email address is used to log in to your USCIS Account. All USCIS email communications will be sent to this address.

[Sign Up](#)

Already have an account?
[Sign In](#)

Legal

- Department of Homeland Security Consent
- DHS Privacy Notice
- Paper Reduction Act Burden Disclosure Notice
- Terms of Use

USCIS Online Account Creation – slide 4

Once I click on the “Create Account” button, the system will prompt me to enter an e-mail address. Users should use a unique e-mail address, and not one that is shared.

I will then confirm my e-mail address and click sign up again.

When you create your account, the system will send you a notification to your e-mail asking you to confirm your myUSCIS account request.

From your email, you will click on the link...

USCIS ONLINE ACCOUNT CREATION



Official website of the Department of Homeland Security

A screenshot of the "Create a Password" form on the USCIS website. The form is titled "Create a Password" and includes instructions: "Your password must be between 8 and 64 characters, and can contain letters, numbers, special characters and emojis." Below the instructions is a "Password Tips" button. The form contains two input fields: "Password" and "Password confirmation", each with a "Show Password" link. A "Next" button is located at the bottom of the form.

USCIS Online Account Creation - slide 5

The system will redirect you to the "Create a Password" page, where you will need to enter and then confirm your own password for the account. Passwords must be between 8 and 64 characters and can contain letters, numbers, and special characters.

USCIS ONLINE ACCOUNT CREATION



Two-Step Verification Method

Every time you log in, you will be given a verification code. What is your preferred method to receive your verification code?

- Use an Authentication App**
Retrieve codes from an authentication app (such as Authy or Google Authenticator) on your mobile device. [What is an Authentication App?](#)
- SMS Text Message**
Receive a text message to your mobile device when signing in.
- Email**
Receive an Email when signing in.
You can use most Time-Based, One-Time Password (TOTP) applications for added security, which will ask you to enter a unique verification code generated by the selected application on your mobile device.

USCIS advises that you read the privacy policies of any application you use, especially if you share any personal information. USCIS is not responsible for the information collection practices of non-USCIS applications.

[Submit](#)

USCIS Online Account Creation - slide 6

The system will then take you to the Two-Step Verification Method page.

To secure your account, we use a two-step verification process for login. Every time you log in, in addition to entering your password, you will also need to enter a short verification code. Here you can select how you wish to receive that code.

USCIS ONLINE ACCOUNT CREATION



Official website of the Department of Homeland Security

888.328

U.S. Citizenship and Immigration Services

Two-step verification successful.

Provide Password Reset Answers

Set five security questions. You must remember the answers to these questions if you ever need to reset your password.

Question #1
What is the last name of your favorite childhood teacher?

Question #1 Response

Question #2
In what city/town did you meet your spouse?

Question #2 Response

Question #3
What is the name of the company of your first paid job?

Question #3 Response

USCIS Online Account Creation – slide 7

The system will then ask you to provide password reset answers. You must select five security questions that will be used to determine your identity should you ever need to reset your password.

H-1B ACCOUNT TYPE

**IMPORTANT
REMINDER:
Choose the
H-1B Registrant
account type.**

Account Type

Select an account type:

- I am an applicant, petitioner, or requestor.
 - USCIS only offers certain benefit types for online filing. Please refer to uscis.gov for further guidance.
 - You cannot file an H-1B Registration with this account type.
- I am a Legal Representative.
 - I am an attorney eligible to practice law in the United States.
 - I am an accredited representative of a qualified organization that is recognized by the Department of Justice in accordance with 8 CFR part 1292.
- I am an H-1B registrant.
 - A registrant account can be used only to submit H-1B Registrations.
 - If you are an attorney or accredited representative that requires the submission of a Form G-28 and are submitting H-1B Registrations on behalf of an H-1B employer or agent, you must use a Legal Representative account.

[Next](#)

H-1B Account Creation - slide 8

The next page that you will see is the account type page where you will choose your account type: “I am an applicant, petitioner, or requestor”; “I am a legal representative”; or “I am an H-1B registrant.”

I will select “I am an H-1B registrant” and then click Next.

A registrant is the prospective petitioning individual, company, entity, or organization submitting a registration into the selection process for a beneficiary who is a prospective H-1B nonimmigrant worker.