DETAILED GUIDE for LOGIN.GOV
and HTTPS://title2.ed.gov

As a Title 2 State Coordinator or Institution user for Title 2, the Federal Government now requires you have account with Login.gov to access the Title 2 Web Portal. This requirement follows new federal rules pertaining to federal IT system security. Below are instructions on how to access the Title 2 Web Portal including registering with Login.gov.

What is Login.gov?

Login.gov securely verifies, stores, and manages user's digital identity using verified credentials and multi-factor authentication. This means multiple layers to your identity are verified when you access the system to ensure the person logging into your account is indeed you! Several levels of security are needed to qualify as an official identity provider (IdP) for a government agency, and Login.gov meets these requirements.

How Does This Work?

Think of Login.gov as a directory where external users' identities can all be housed and managed. The Department of Education allows transferring that identity (after being verified) from Login.gov to the Department's network. There are two steps to the transfer:
1. External users set up and use their Login.gov account
2. Login.gov verifies a user's identity through a vetted process

How do I access the Title 2 Web Portal?

A. **If you have setup an account** in Login.gov and used the email address as listed in your Title 2 account, please **click here** for further instructions.

B. **If you have not setup a Login.gov account**, please **click here** for further instructions.

C. **If you have an account with Login.gov but the email address you used to create that account is different from the email address in your Title 2 Account**, please **click here** for further instructions.

What if I need additional assistance?

If you need assistance with Login.gov, please go to the Login.gov Help Center at https://login.gov/help/. If you need assistance with the Title 2 Web Portal, please contact Title 2 Helpdesk at title2@trewon.com

A. If you have setup an account in Login.gov and used the email address as listed in your title 2 account, please follow the steps below.

1. Go to https://title2.ed.gov/ and click the button "Sign In".

2. Check the Box and Click "Accept"

3. Click "Sign in with Login.gov."
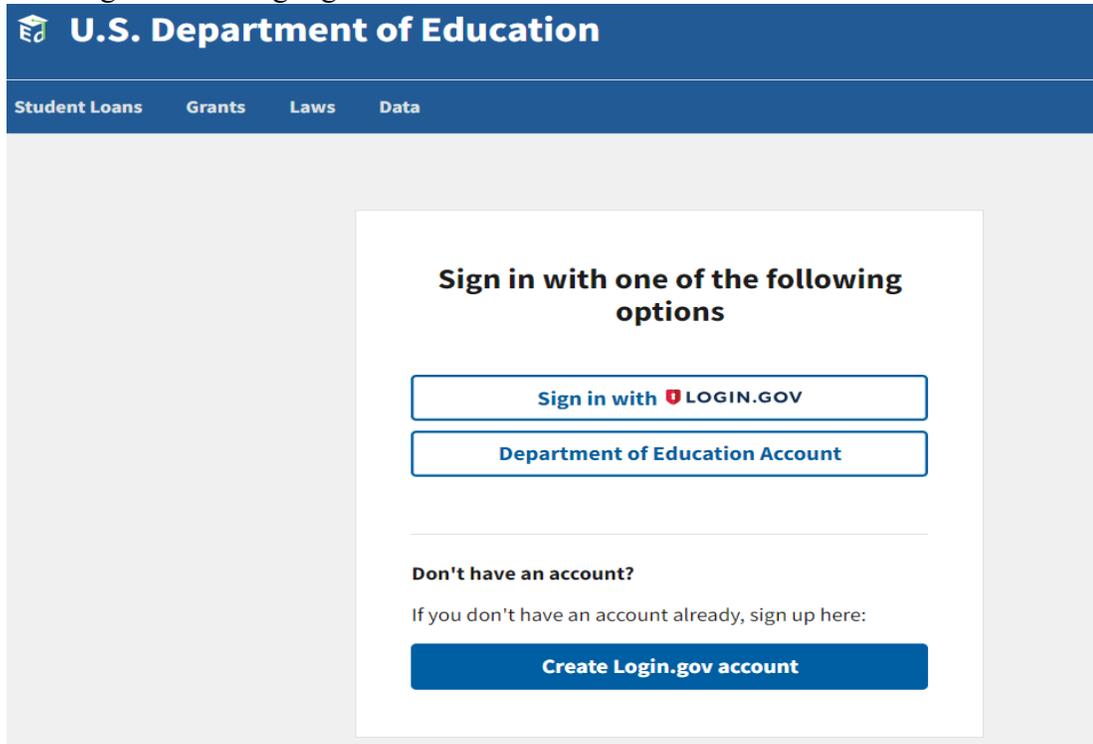
4. Enter your email address (email associated with Title 2) and password and click "Sign In."
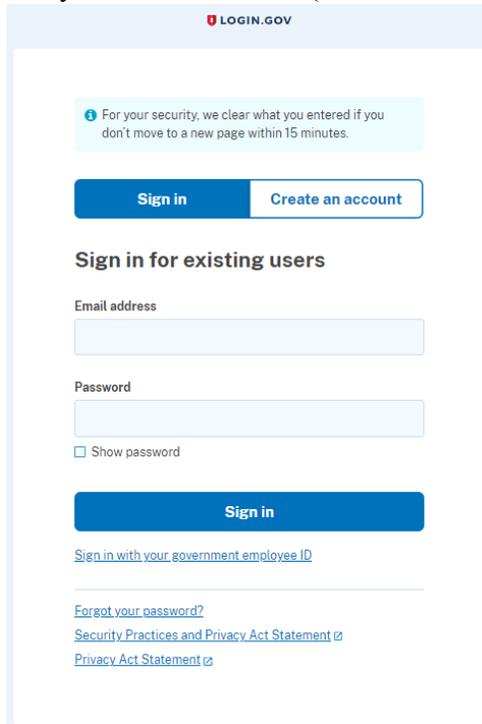
5. Enter the one-time password code that is generated by the method you used to create Login.gov and click on Submit. Examples of methods you may have used are authenticator app, text message, email, etc.
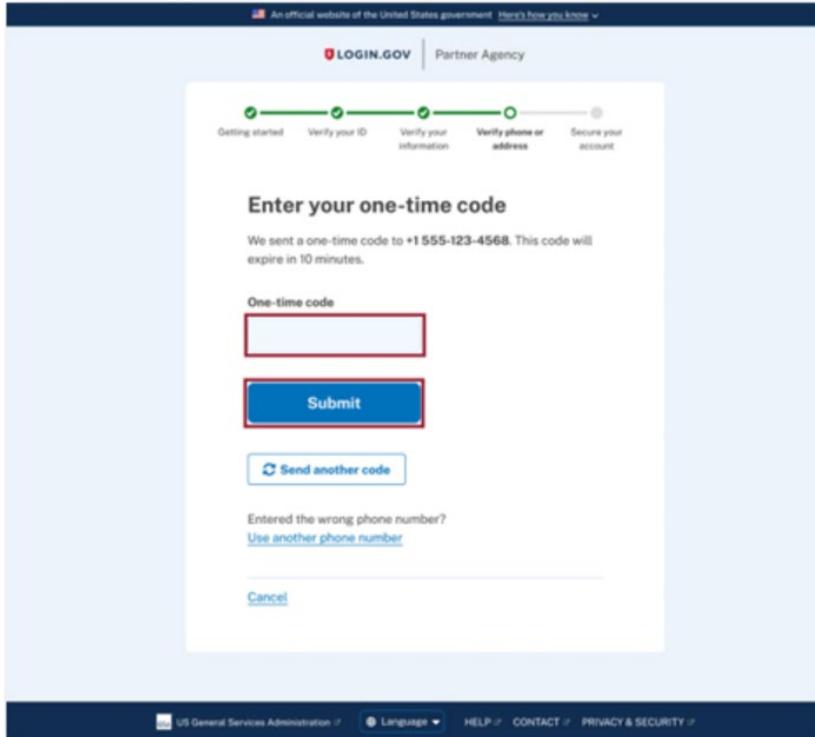
6. You will be returned to the Title 2 Web Portal page. If your email is linked to more than one institution, you will be able to select which institution you want to access. Select your account from the drop-down box and click "Continue" to view and submit reports.
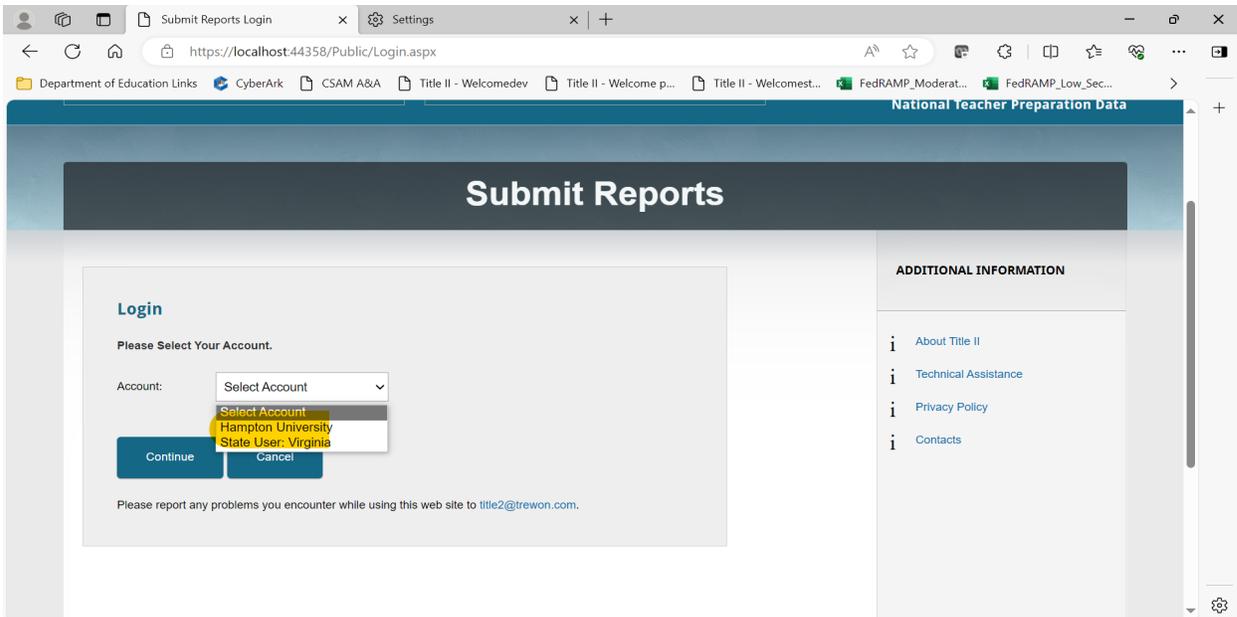
B. If you have not setup a Login.gov account, please follow the steps below.

1. Go to https://title2.ed.gov/ and click the button "Sign In"

2. Check the Box and Click "Accept"
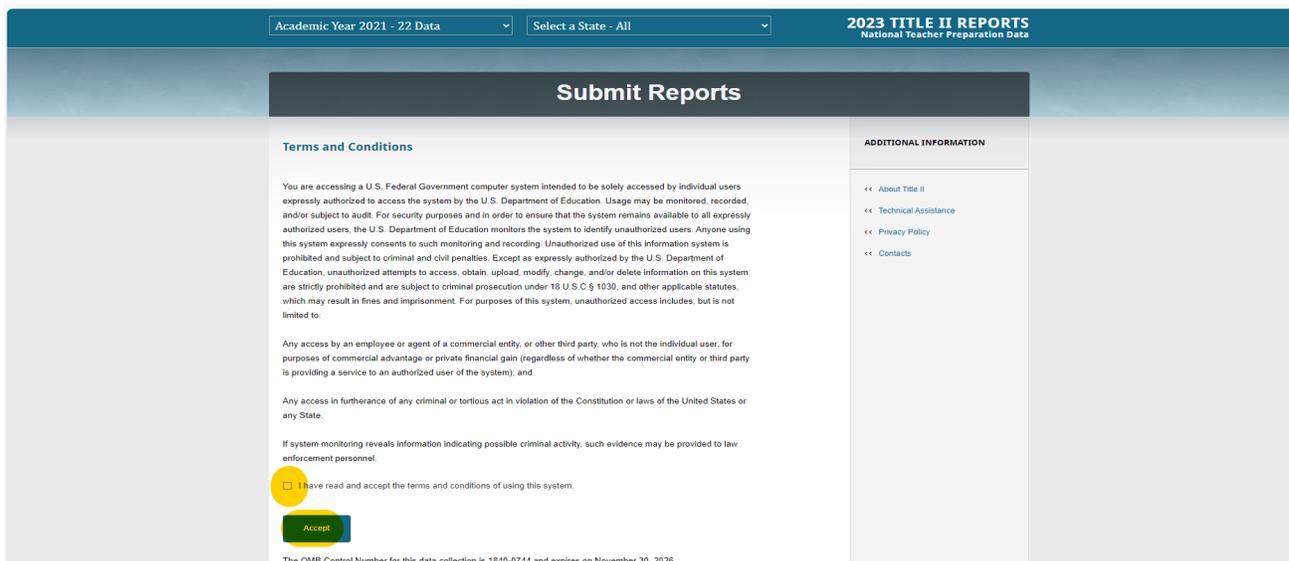
3. Click on "Create Login.gov account."

4. Enter your email address as it appears in G5 of your Grant Award Notification (GAN), check the box "I read and accept the Login.gov" Rules of Use and click "Submit."

5. Open the email that was sent to your email address, then click on the button "Confirm your email" or click on the link below the button. If you did not receive the email, please check your SPAM or Junk folders.

LOGIN.GOV

Confirm your email

Thanks for submitting your email address. Please click the link below or copy and paste the entire link into your browser. This link will expire in 24 hours.

Confirm email address

https://idp.int.identitysandbox.gov/sign_up/email/confirm?_request_id=bd1d66c6-df90-461a-95ec-d04af6b3b930&confirmation_token=rdvwX_fQj_mbyqYyp8JG

Please do not reply to this message. If you need help, visit login.gov/help/

About Login.gov | Privacy policy

Sent at 2023-10-10T20:29:47.596055Z

6. Create a password.

An official website of the United States government Here's how you know ∨

LOGIN.GOV | Partner Agency

✓ You have confirmed your email address

Create a strong password

It must be at least 12 characters long and not be a commonly used password. That's it!

Password

☐ Show password

Password strength: ...

Continue

Password safety tips   +

‹ Cancel account creation

US General Services Administration ↗   ⊕ Language ▾   HELP ↗   CONTACT ↗   PRIVACY & SECURITY ↗

7. Setup your multi-factor authentication method(s) by selecting at least one of the methods (e.g., authenticator application, text or voice message, etc.), then click "Continue."
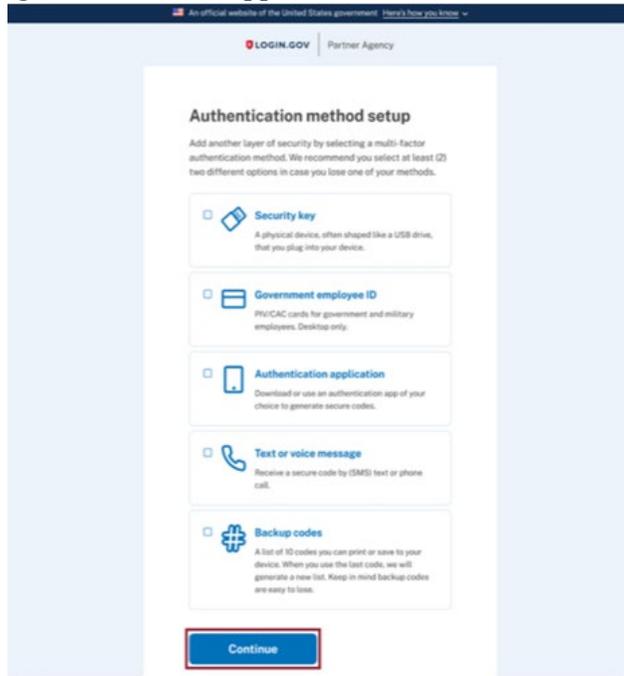
8. You will be returned to the Title 2 Web Portal page. If your email is linked to more than one institution, you will be able to select which institution you want to access. Select your account from the drop-down box and click "Continue" to view and submit reports.
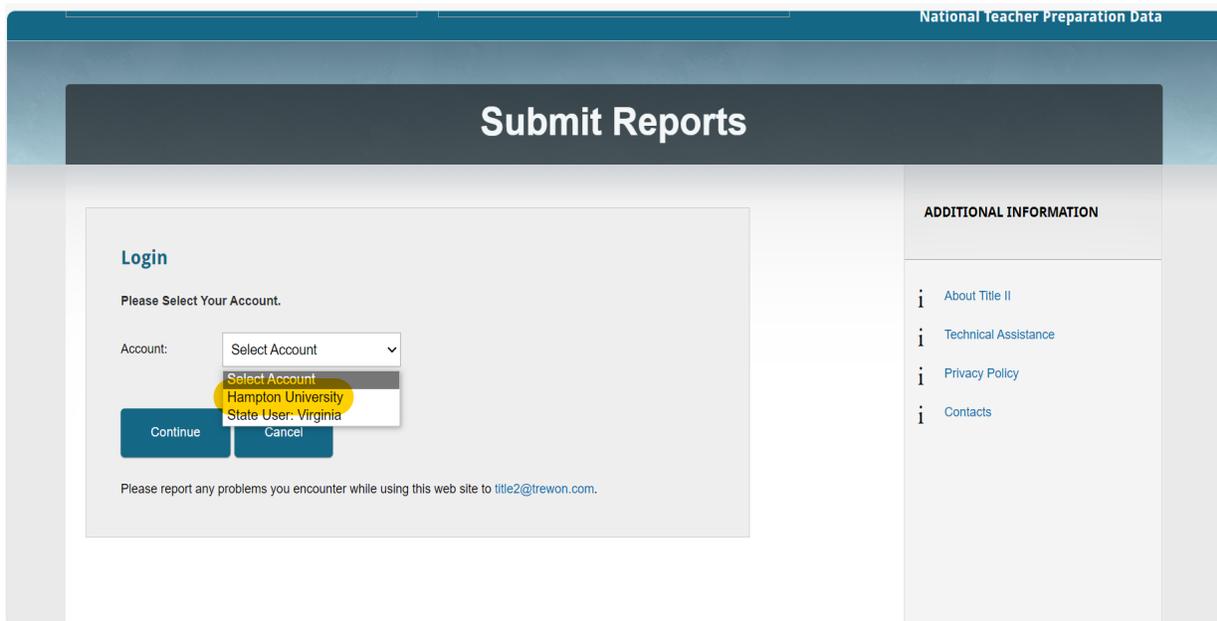
C. If you have an account with Login.gov but the email address you used to create that account is different from the email address in your Title 2 account.

1. If you attempt to log in to login.gov using an email address that isn't linked to an account within the title 2 system, you'll be automatically redirected to the access denied page.

2. Since you already have an account with login.gov, but the email associated with it is not linked to title 2, you can easily add the title 2-associated email to your existing login.gov account. Click here to follow to instructions on how to add a new email to your login.gov account.

3. After adding the E-mail, Log out from login.gov.

4. Click here to follow instructions to access title 2 using the same login.gov password but with the new added email. There is no need to have multiple login.gov accounts.