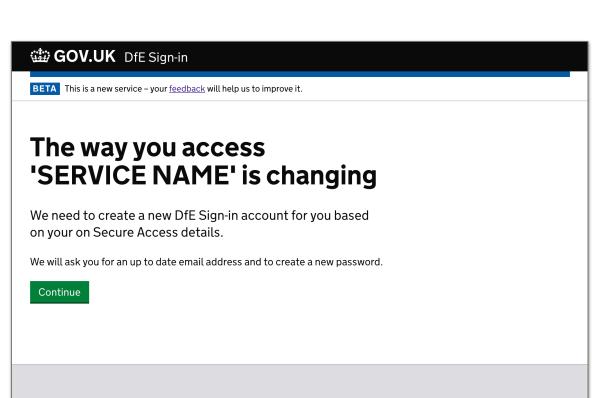


### Sign-in

If this is your first time here, enter your Secure Access username and password to begin creating a DfE Sign-in account.

If you have already set up a DfE Sign-in account and attempt to use your Secure Access details, you will be shown the 'Already migrated' page (see **EXCEPTION 2**)

If your account has not been migrated to DfE Sign-in yet, it is important that you enter your Secure Access username and password in order to start the on-boarding journey. Please do not enter your email address unless you have already migrated.

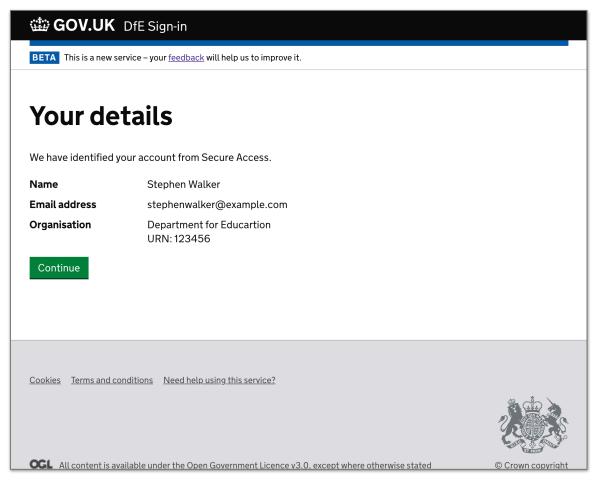


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# Information page

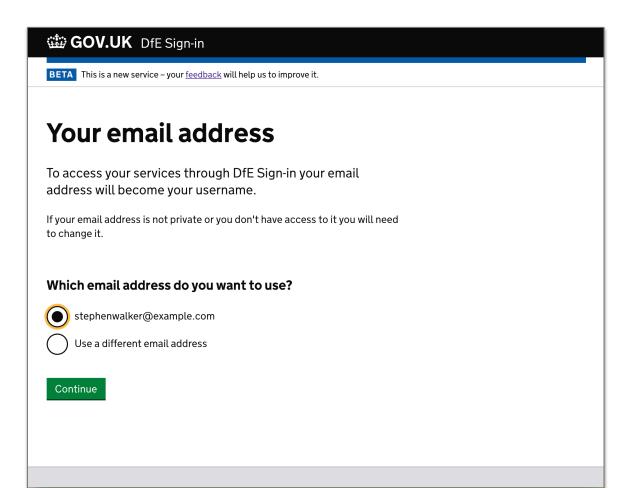
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### Your details

To confirm we have the correct account, we will display the details we have retrieved from Secure Access



### Your email address

DfE Sign-in uses your email address as your username, so its important that it's up-to-date, and that you have access to it. You can use the email address we retrieved from Secure Access, or use a different one.

If you do not have an email address associated with your Secure Access account, you will see **EXCEPTION 3** instead.

If you enter a new email address that is already associated with a DfE Sign-in account, you will be shown **EXCEPTION 1** 

# COV.UK

We've received a request for your DfE Secure Access email address to be confirmed.

Your verification code is:

# PJ7LJB6B

To verify your email, follow the link below and enter the above verification code when asked: <a href="https://interactions.signin.">https://interactions.signin.</a> education.gov.uk/009c7b44-9c20-44f4-ace0-d92bb4c15f1e/confirm email

Thank you

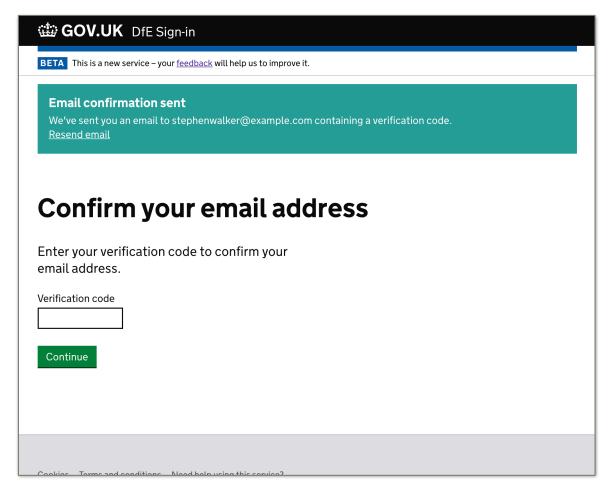
DfE Sign-in

If you did not ask to confirm your email address, please delete this email.

#### STEP 5

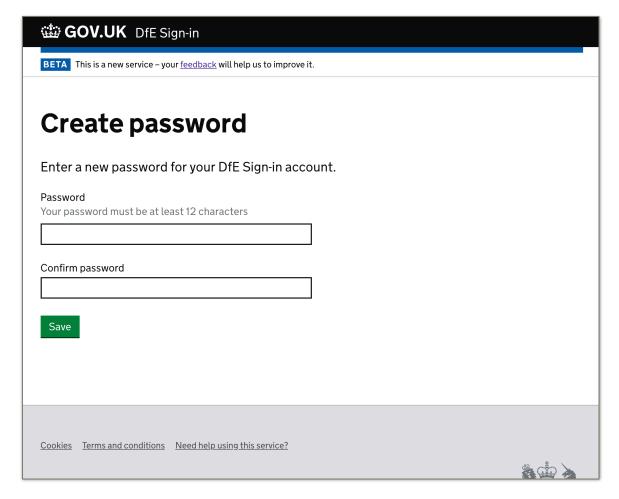
### **Email**

We need to confirm that your email address is correct and you have access to it, so we send you a verification code.



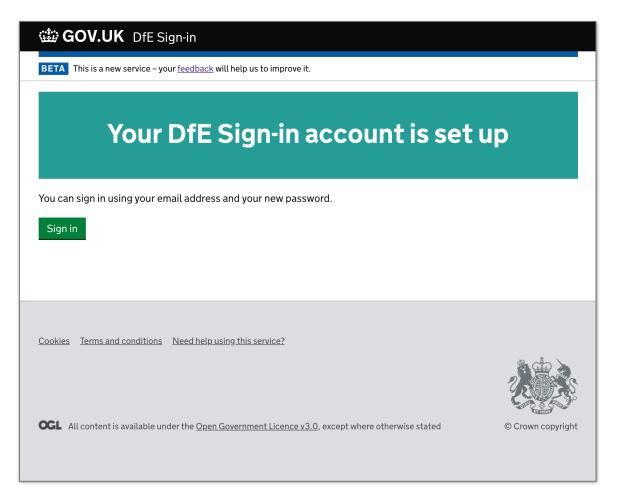
## **Confirm your email address**

Enter the code from the email we sent you.



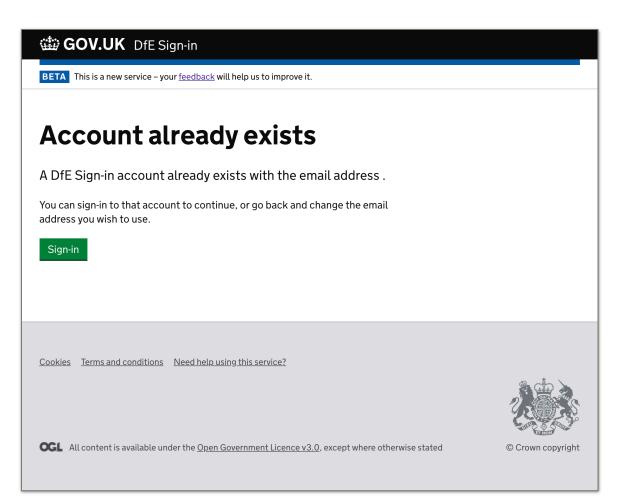
### **Create password**

You now need to create a new password for your DfE Sign-in account. We don't ask you for special characters, we simply want your password to be a minimum of 12 characters.



## Complete

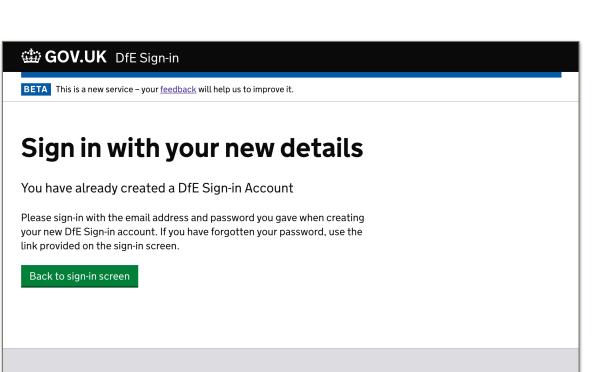
Your DfE Sign-in account is setup. Follow the Sign-in button and sign-in using your email address and password.



#### **EXCEPTION 1**

### **Account already exists**

You will see this page when entering an email address that is already associated with a DfE Sign-in account.



**EXCEPTION 2** 

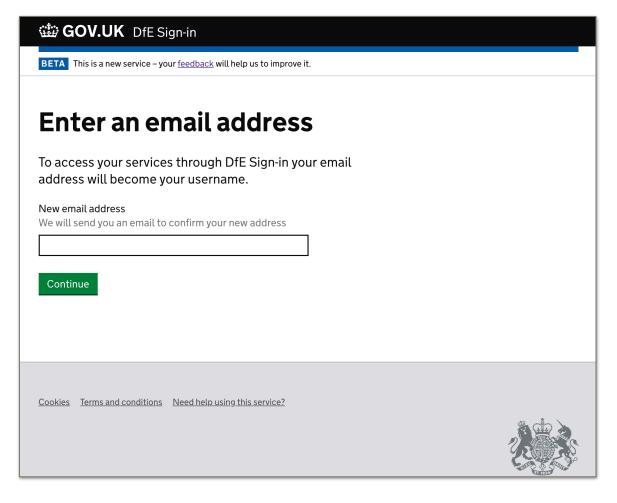
### **Already migrated**

You will be shown this page if you use your Secure Access details to sign-in again anytime after completing the migration process.

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#### **EXCEPTION 3**

### **Email an email address**

You will see this page if you do not have an email address associated with your Secure Access account.