How to Create an OHID

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OHID Links

Home: https://ohid.ohio.gov/wps/portal/gov/ohid/home Help: https://ohid.ohio.gov/wps/portal/gov/ohid/help-center/help-logging-in Create Account: https://ohid.ohio.gov/wps/portal/gov/ohid/create-account

Email Verification

Step 1: Enter your same email address twice

Step 2: Click "Send PIN"

| Email Address | Confirm Email Address | |
|---------------|-----------------------|----------|
| Cancel | | Send PIN |

Note: The OHID System will send a PIN to your email. If you have trouble finding your PIN please check this <u>OHID Help page</u> for technical support.

Step 3: Retrieve your PIN from your email

Step 4: Enter PIN

Step 5: Click "Verify"

| Enter PIN | |
|-----------|--------|
| | Verify |
| | |

Step 5: Click "Next"

| Cancel | Next |
|--------|------|

Personal Info

Step 1: Enter your First Name, Last Name and Date of Birth

Step 2: Click "Next"

| Legal First Name | Legal Last Name |
|---|---------------------------------|
| Date of Birth mm/dd/yyyy | Last 4 digits of SSN (optional) |
| Be sure to use your real date of birth, you may need it for account recovery later. | |
| | |
| Cancel | Next |

Pick a Username

Step 1: Enter a username following the on-screen requirements

Step 2: Click "Next"

| Username Requirements | |
|---|------|
| Must be between 6-64 characters | |
| Cannot start or end in a special character | |
| Cannot contain only numbers | |
| Only or @ No other special characters | |
| Username | |
| Cancel | Next |

Create a Password

Step 1: Enter a password following the on-screen requirements

Step 2: Enter password again

Step 3: Click "Next"

| Password | Confirm Password | |
|----------|------------------|------|
| | | |
| | | |
| | | |
| Cancel | | Next |

Account Recovery

Note: To skip account recovery setup, click the "Next" button

Step 1: Enter your phone number

Step 2: Click "Send PIN"

| Mobile Number | Send PIN |
|--------------------------------------|---|
| If you choose not to add your mobile | e number to your account at this time, you can <u>skip this step.</u> |
| Cancel | Next |

Note: The OHID System will send a PIN to your phone number. If you have trouble finding your PIN please check this <u>OHID Help page</u> for technical support.

Step 3: Retrieve your PIN from your phone

Step 4: Enter PIN

Step 5: Click "Verify"

| Enter PIN | |
|-----------|--------|
| | Verify |
| | |

Step 6: Click "Next"

| ſ | Cancel | Next |
|---|--------|------|
| | | |

Terms & Conditions

Step 1: Check "I agree"

Step 2: Enter answer to randomized question to confirm you are not a robot

Step 3: Click Verify

| I Agree | |
|---|--|
| Confirm you are not a robot | |
| Bee, chin, ankle, leg and dog: now many body parts in the list? | |
| Verify | |

Step 4: Click "Create Account"



Check your Email

The OHID System will send a success notification to your email.

Check your Email

We are working to create your new OH|ID account. This may take a few seconds or a few minutes.