

## Creating an NY.gov account

1. Go to <https://my.ny.gov/>
2. Select Don't have an Account?



3. Select Personal for the type of account
4. Select Sign Up for a Personal NY.gov ID



5. Fill in the required fields. Select check to see if the username is available. Select create Account

The screenshot shows the 'NY.gov ID SELF REGISTRATION' form. It is divided into two main sections: 'User Information' and 'Login Information'. The 'User Information' section includes fields for First Name, Last Name, Email, and Confirm Email. The 'Login Information' section includes a Preferred Username field with a 'Check' button circled in red. Below these sections is a CAPTCHA challenge with a 'Create Account' button circled in red. The form also includes a 'Personal Privacy Protection Law Notice' link and a 'Step 1 of 3' indicator at the bottom right.

6. Confirm that the information on the page is correct and select continue.
7. An activation email will be sent to the email provided.
8. Open the email and select click here and select and answer 3 secret questions. Select Continue, this will bring you to the page confirming your account has been created.
9. Select Continue.
10. Create a new password for your account. Select Set password.
11. Select continue on Password change information page.
12. Select Go to MyNY
13. Select NYS License Center

