ePER – Getting a Level 2 eAuthentication Account

ePER – eAuth

- Accessing RDApply requires a Level 2 eAuth account. eAuth is the Security System that RDApply and many of the USDA Public applications utilize for access.

- Engineers can access via the eAuth Page by clicking Register (https://identitymanager.eems.usda.gov/registration/selfRegistrationForm.aspx?level=2)

- or by going directly to ePER at https://eper.sc.egov.usda.gov

ePER – eAuth

- The USDA eAuth Login Screen is presented.
- If the Engineer does not have an account, then they will click REGISTER.

ePER – eAuth Registration

- The Engineer will need to select Register for a Level 2 Account.

ePER – eAuth Registration

- The Engineer will need to enter the required fields.

ePER – eAuth Registration

- Once the Account is created, the Engineer will receive an Email to Enable the Account.
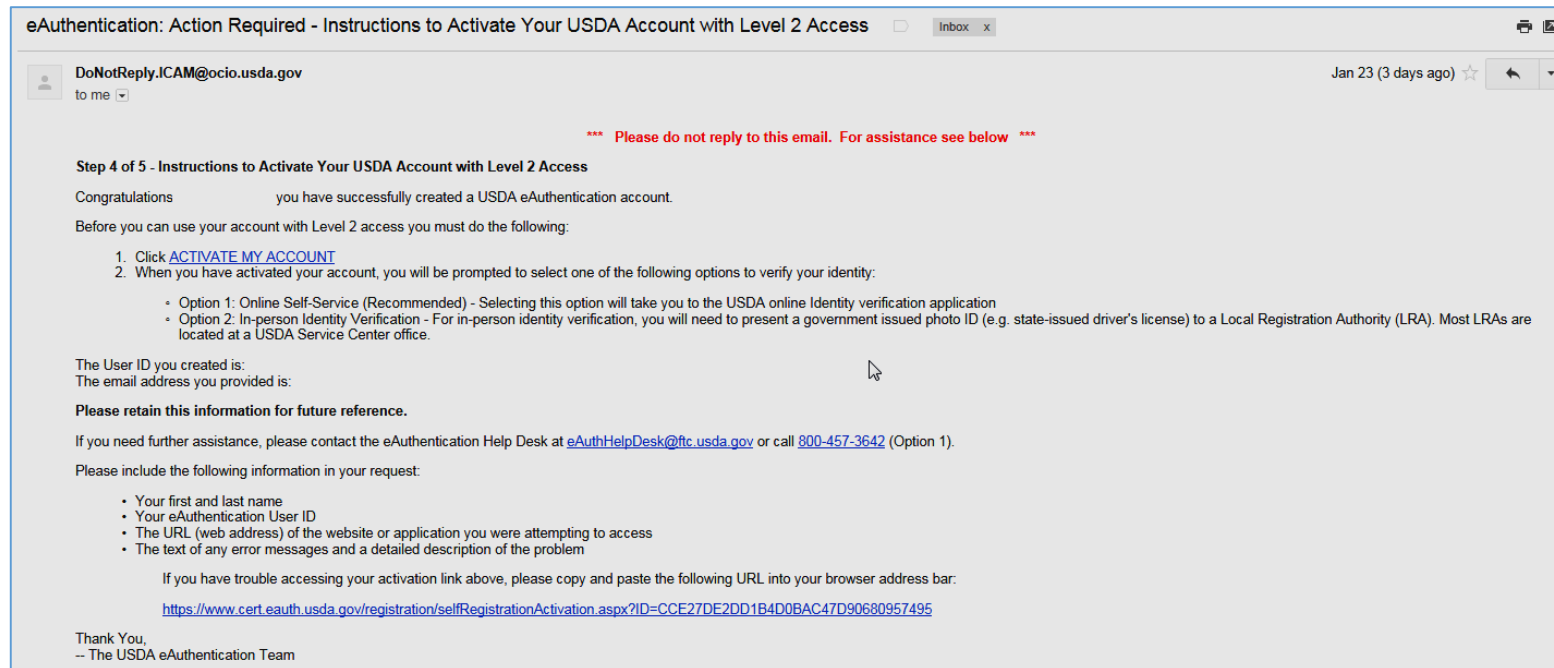
- The Engineer will need to click the ACTIVATE MY ACCOUNT link

ePER – eAuth Level 2
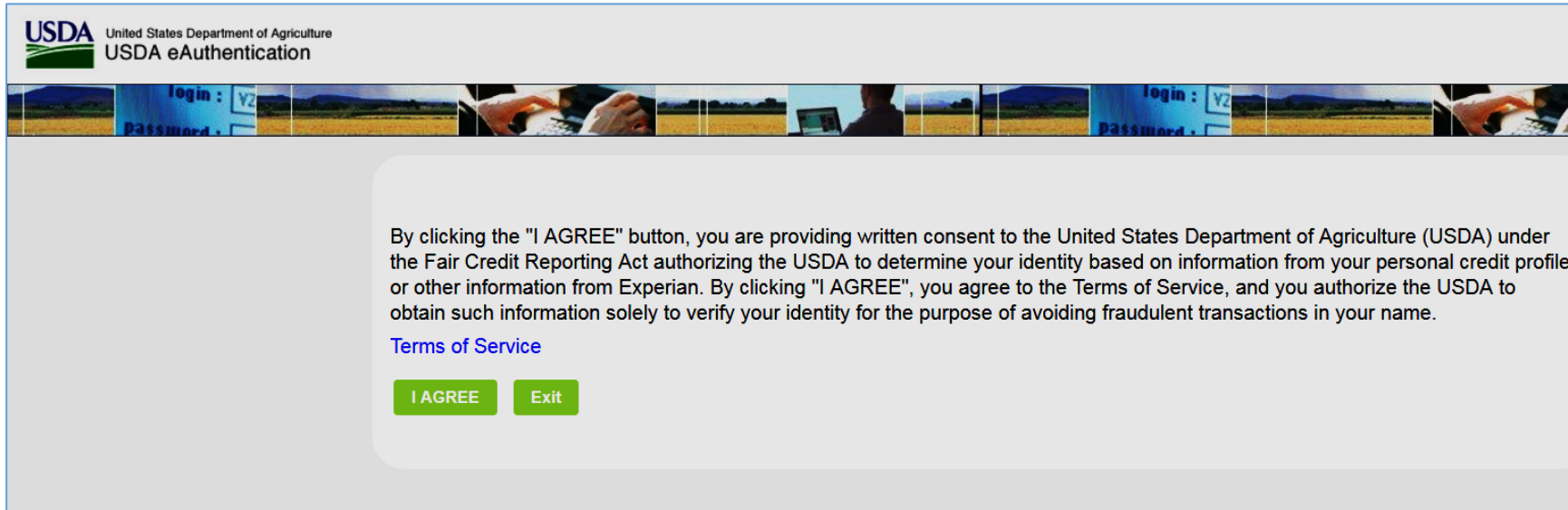
- Once the Engineer activates the Account, they will received a second email. The Account is activated but the Engineers Identity still needs validated.
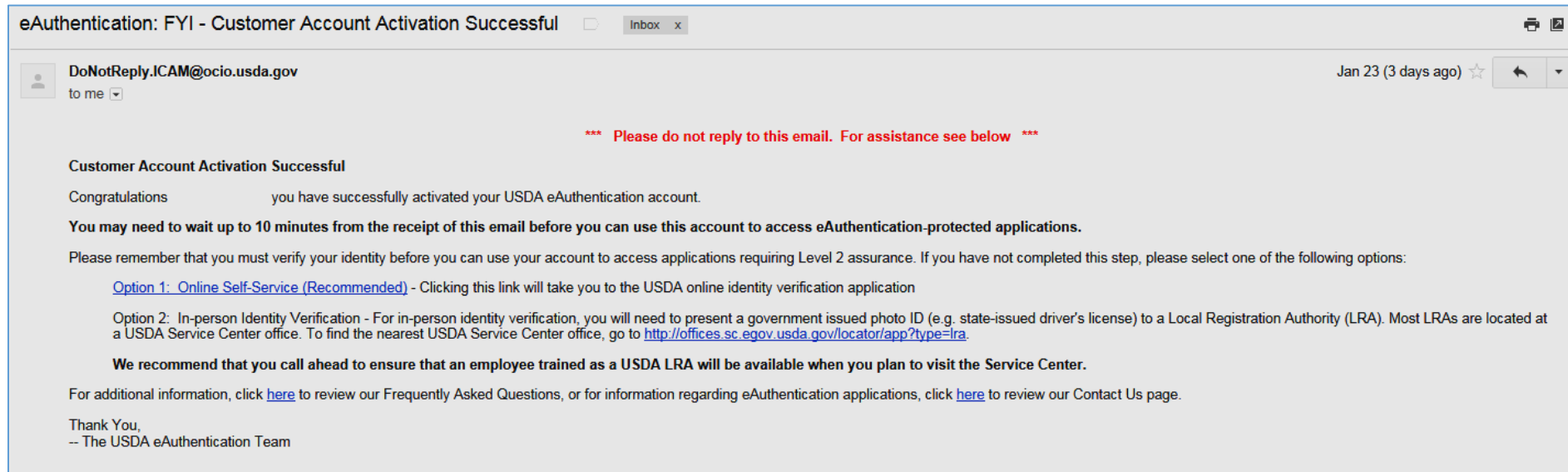
- The Engineer can either use the Online Self-Service, or visit an LRA.

ePER – eAuth Level 2

- After clicking the Online Self Service link, and logging back, the Engineer will see the following screen:

- Click the I AGREE button

ePER – Online Identity Proofing

- Electing to verify online will present the following page asking for SSN Number.

Step 1 - Validate Identity

Verify eAuthentication Profile Data

Please verify that the information below is correct before clicking Submit. If you need to correct your information, click here to update your eAuthentication profile. Once you have updated your profile, please return to this page to complete the identity verification process.

First Name:	Last Name:
Address:	City:
State:	Country:
Zipcode:	Birth Date:
Email:	

To start the process you must enter your complete 9-digit Social Security Number (SSN) without spaces or dashes. For example: 123456689. Once you have entered your SSN, click the "Submit" button to continue.

Social Security Number(SSN) ★ [Enter SSN]

Submit

Note - Your SSN is used as a temporary part of the online identity validation process. The AAA application does not store or uses your SSN beyond the validation of identity.

- PLEASE NOTE: The Engineer must enter their SSN, not the Company's TIN.

ePER – Online Identity Proofing

- The Engineer will then respond to a series of identification questions.

Step 2 - Validate Identity

You must validate your identity to ensure you are who you say you are, and to prevent unauthorized access to your account information. To validate your identity online, answer the following questions. All questions must be answered before you can continue.

Note: The questions are provided by a nationally known third party identify proofing service. The questions and answers are not retained by USDA .

Which state is associated with your relative SARAH?

- ○ OHIO
- ○ CALIFORNIA
- ○ ILLINOIS
- ○ IOWA
- ○ NONE OF THE ABOVE/DOES NOT APPLY

You may have opened a mortgage loan in or around October 2015. Please select the dollar amount range in which your monthly mortgage payment falls. Refer only to the regular monthly payment which includes principal, interest, and escrow (escrow could include taxes and insurance if collected by lender). If you have not had a mortgage payment now or in the past, please select 'NONE OF THE ABOVE/DOES NOT APPLY'.

- ○ $510 - $809
- ○ $810 - $1109
- ○ $1110 - $1409

Which of the following is a current or previous employer? If there is not a matched employer name, please select 'NONE OF THE ABOVE'.

- ○ USDA
- ○ BELL ATLANTIC
- ○ COMFORT INN
- ○ ZEE BUICK
- ○ NONE OF THE ABOVE/DOES NOT APPLY

Please select the year you opened your auto loan or lease ending in 0001.

- ○ 2011
- ○ 2012
- ○ 2013
- ○ 2014
- ○ NONE OF THE ABOVE/DOES NOT APPLY

Please select the range that includes the year you graduated from high school.

- ○ 1989 - 1991
- ○ 1992 - 1994
- ○ 1995 - 1997
- ○ 1998 - 2000
- ○ NONE OF THE ABOVE/DOES NOT APPLY

ePER – Online Identity Proofing

- After the Engineer answers the questions, the system processes the responses, and if successful the account is upgraded to Level 2

Identity Verification - Success

Congratulations! Your identity has been validated and your eAuthentication account is now being promoted to Level 2. This process may take a few minutes to complete. You will receive a confirmation email from the USDA eAuthentication Service at the email address you provided once the action is complete.

After you have received the confirmation email, you will be ready to use your Level 2 account to log in to USDA applications.

Continue

- If it was not successful, the Engineer will be allowed to try again with a different set of identifying questions.

ePER – Accessing the System

- Once the Engineer has a Level 2 Account, they can now access ePER (https://eper.sc.egov.usda.gov)

ePER – Accessing the System

- If the Engineer attempts to access ePER with a Level 1 eAuth Account they will see the following: