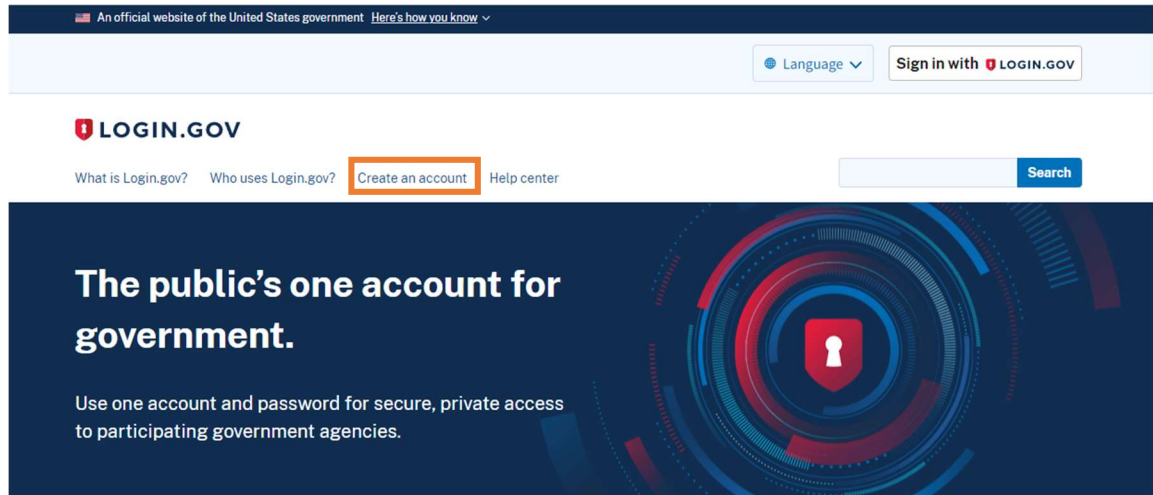


Guide for SeqAPASS users to migrate to Login.gov accounts

- 1) Open <https://login.gov/> in a web browser
- 2) Click “Create an account.”

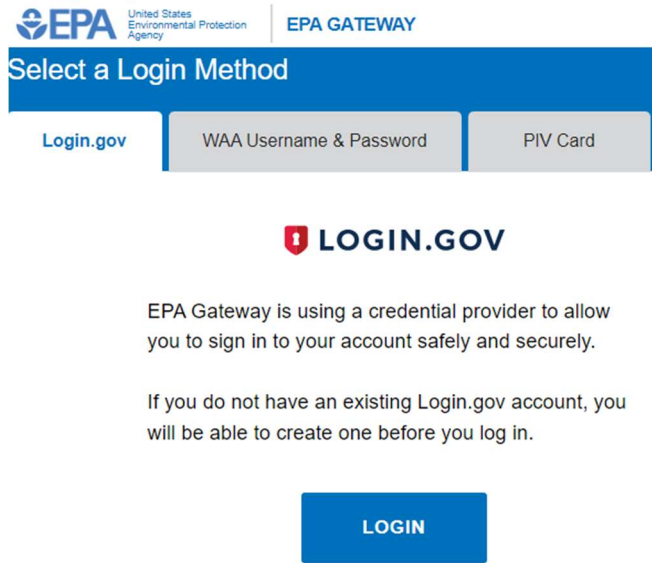


- 3) Be sure to use the same e-mail address you used for setting up your original SeqAPASS account (WAA account). If you are not sure what this e-mail address is, please ask us by sending email to SeqAPASS.support@epa.gov.

A screenshot of the Login.gov account creation page. The URL in the browser is "secure.login.gov/sign_up/enter_email". The page has a dark blue header with the text "An official website of the United States government" and a link "Here's how you know". Below the header, there is a light blue navigation bar with the text "LOGIN.GOV". The main content area has a dark blue background with the text "Create your account". There is a form with a label "Enter your email address" and a text input field. Below the input field, there is a section titled "Select your email language preference" with the text "Login.gov allows you to receive your email communication in English, Spanish or French." There are three radio buttons: "English (default)", "Español", and "Français". There is a checkbox labeled "Check this box to accept the Login.gov Rules of Use" with a link to the rules of use. At the bottom, there is a "Submit" button.

- 4) You will then be sent an email to the email address you provided for creating an account. Follow additional steps until you have completed setup of a login.gov account. Your login.gov account will be used in the following steps.

- 5) Open the site: <https://waa.epa.gov/> and choose the first tab at the top left: “Login.gov.” Click the button at the bottom that says, “LOGIN”



- 6) Enter your new Login.gov credentials and follow any two-factor authentications steps.
- 7) The first time you do this, you will see the following screen. Click “OK” at bottom of screen.



You are now signing in for the first time

We'll share this information with EPA Production:

✓ Email address

t @ .m

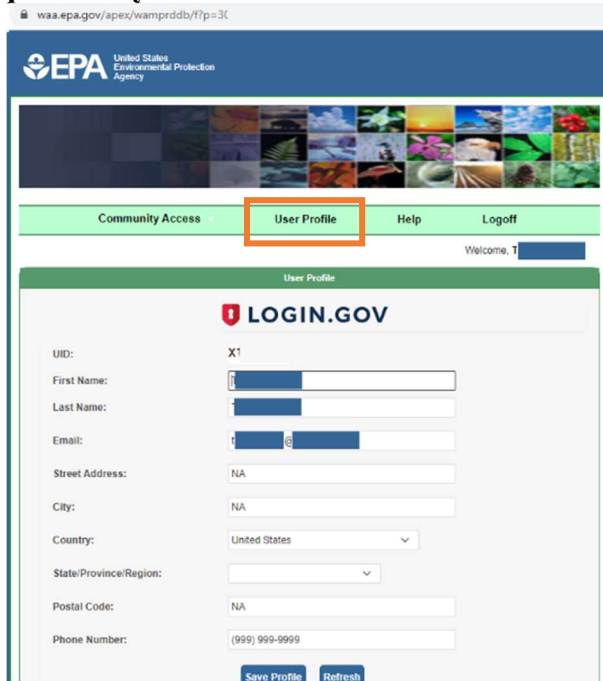
✓ Updated on

Not yet verified

EPA Production will only use this information to connect to your account

- 8) Click the middle tab at the top: “User Profile” and confirm that profile information matches what you added when you signed up for SeqAPASS previously.

waa.epa.gov/apex/wampddb/f?p=30



EPA United States Environmental Protection Agency

Community Access **User Profile** Help Logoff

Welcome, T

User Profile

LOGIN.GOV

UID: X1

First Name: [Redacted]

Last Name: [Redacted]

Email: [Redacted]

Street Address: NA

City: NA

Country: United States

State/Province/Region: [Redacted]

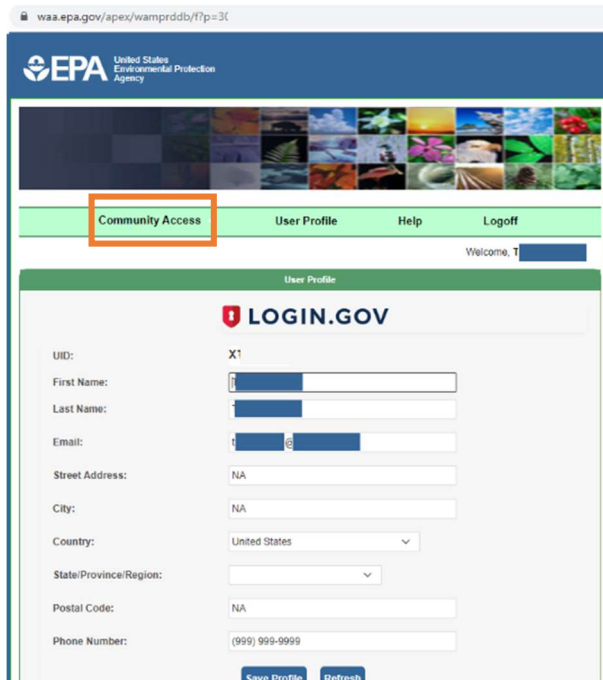
Postal Code: NA

Phone Number: (999) 999-9999

Save Profile Refresh

- 9) Click the left tab at the top: “Community Access,” then select “Request Web Community Access.”

waa.epa.gov/apex/wampddb/f?p=30



EPA United States Environmental Protection Agency

Community Access User Profile Help Logoff

Welcome, T

User Profile

LOGIN.GOV

UID: X1

First Name: [Redacted]

Last Name: [Redacted]

Email: [Redacted]

Street Address: NA

City: NA

Country: United States

State/Province/Region: [Redacted]

Postal Code: NA

Phone Number: (999) 999-9999

Save Profile Refresh

You may need to scroll through the alphabetical list to find the SeqAPASS entry, The box should be checked. No action is needed here, it is to confirm selection.

- 10) **You should now be able to login to seqapass. Open <https://seqapass.epa.gov/seqapass/> and click “Login”**

- 11) **If your Login.gov session is still active, you may be taken directly into SeqAPASS. Otherwise, follow the Login.gov instructions and SeqAPASS should open automatically.**

If you run into challenges in migrating to your updated account, please ask us directly by sending an email to SeqAPASS.support@epa.gov