How to Register for My Account

Crowe
Crowe Soberman | Canada

1 Navigate to https://tinyurl.com/2mmf4cdx

2 There are two ways to register for My Account:
Option 1 - Select "Sign-In Partner"
Option 2 - Select "CRA register"

Sign in or register with the same sign-in information you use for other online services (for example, online banking).

Sign-In Partner

▶ View list of Sign-In Partners

Option 2 – Using a CRA user ID and password

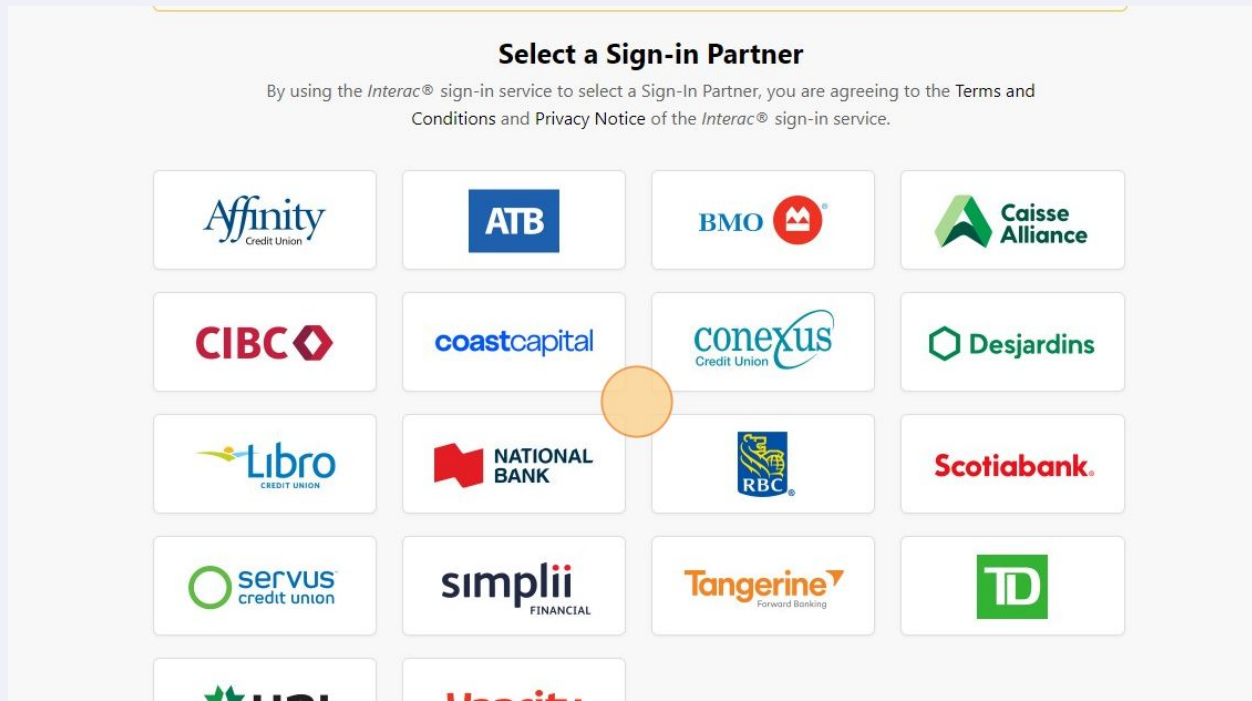Sign in with your CRA user ID and password, or register.

CRA sign in   CRA register
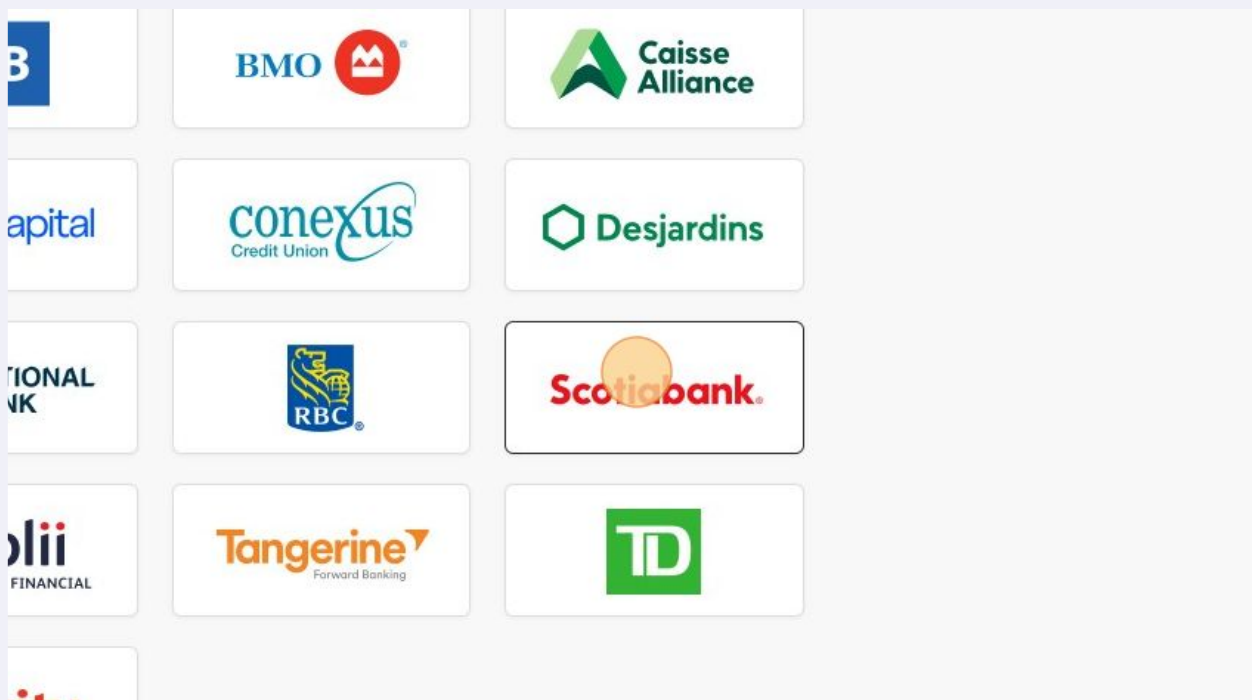
⚠ If you selected "CRA Register", skip to step 10

3 If you selected "Sign-In Partner", you will taken to the Select a Sign-in Partner page.

Select a Sign-in Partner

By using the *Interac®* sign-in service to select a Sign-In Partner, you are agreeing to the Terms and Conditions and Privacy Notice of the *Interac®* sign-in service.

Affinity Credit Union | ATB | BMO | Caisse Alliance

CIBC | coastcapital | conexus Credit Union | Desjardins

Libro CREDIT UNION | NATIONAL BANK | RBC | Scotiabank.

servus credit union | simplii FINANCIAL | Tangerine Forward Banking | TD

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4 Select the institution you use for your online banking.

B | BMO | Caisse Alliance

apital | conexus Credit Union | Desjardins

TIONAL NK | RBC | Scotiabank.

plii FINANCIAL | Tangerine Forward Banking | TD

5 Enter the login information that you use to sign into your online banking.

Scotiabank.

User Name or Card Number:

Password:

Sign in   **Return to SecureKey**

Government Sign-In by **Verified.Me**

Government Sign-In by Verified.Me offers you a convenient way to access government services. Instead of creating and managing a new User ID for accessing government services, you access them by signing in with your Scotiabank online banking credentials. Once you sign in with Scotiabank, you are returned to the government service. No passwords or personal information (i.e.: name, address, date of birth, etc.) are exchanged during this process. Government Sign-In by Verified.Me is a commercial service operating independently of the Scotiabank, other Sign-In Partners, and the Government of Canada.

Help   **Security Centre**

- For additional help and contact information, please take a look at our FAQs.

Sign-on SecureKey:G-P0118&

Legal | Privacy | Security | Scotiabank

6 You might be asked to answer a security question. If so, please provide the answer. If not, skip to step 10.

Security Questions

This computer or device is not registered in your profile. Please verify your identity by answering your personal security question. (Why security questions?)

Security Question

Question: What is the name of your first pet?

Answer:

Cancel

Security Que

Legal | Priv

7 You might be asked to select the telephone number where you would like your one-time passcode sent (if not, skip to step 10). Select "Text me" to receive the code via text or "Call me" to receive the code through an automated message.

Government of Canada   Gouvernement du Canada

Canada Revenue Agency

Multi-factor authentication—telephone number an method

* Select the telephone number where you would like your one-time passcode sent. (required)

⦿ *** - *** - █

If you select "Text me", the passcode will be sent by Short Messaging Service (SMS), you will need to open the text r select "Call me", the passcode will be verbally provided to you in an automated message. Once the passcode is sen your telephone handy.

| Text me | Call me | Exit |

8 Enter your one-time passcode.

Canada Revenue Agency

Multi-factor authentication—passcode entry

The CRA sent you a six digit one-time passcode by Text message to the following telephone number: Enter the passcode below, it will expire after five minutes.

* One-time passcode (required) ❓

If you did not receive the one-time passcode, you may request a new one by selecting the link below. The CRA will resend a nev telephone number you previously selected. This can take a few minutes.

Request a new one-time passcode ❓

If you added more than one telephone number you can also send the one-time passcode to a different number by selecting th change the delivery method by selecting this link.

Send to a different telephone number or change delivery method

* One-time passcode preference (required)

⦿ Ask me to input a one-time passcode each time I sign in using this device (recommended if you are using a public or sh

9 Select whether or not you would like to enter your one-time passcode each time you sign in, then click "Next".

f you did not receive the one-time passcode, you may request a new one by selecting the link below. The CRA will elephone number you previously selected. This can take a few minutes.

Request a new one-time passcode ❓

f you added more than one telephone number you can also send the one-time passcode to a different number b change the delivery method by selecting this link.

Send to a different telephone number or change delivery method

One-time passcode preference *(required)*

🔘 Ask me to input a one-time passcode each time I sign in using this device (recommended if you are using a

⚪ Do not ask me to input a one-time passcode for the next eight hours when I sign in using this device.

For more information on how your privacy is protected, refer to our Personal Information Collection Statement.

Next   Exit

10 Enter your Social Insurance Number.

Government   Gouvernement
of Canada   du Canada

Canada Revenue Agency

Validate your identity—social insurance number

Want to enter your CRA security code instead? Sign in.

* Social insurance number *(required)*

For more information on how your privacy is protected, refer to our Personal Information Collection Statem

Next   Exit

11 Enter your Postal or ZIP code, your Date of birth, and an amount you entered on one of your income tax and benefit returns in the current or previous tax year.

Validate your identity—continued

Social insurance number (SIN) entered: ▮▮▮▮▮▮

If this is not your SIN, return to the previous page.

If you live outside Canada or the United States, you must enter different informatio

* Postal code or ZIP code *(required)* ❓

* Date of birth *(required)*

| 01 ⌄ | January ⌄ | |

* Tax information - amount entered on line 12700 of your 2021 return - enter dollars only *(required)*

| $ | | .00 |

For more information on how your privacy is protected, refer to our Personal Information Collection Sta

⚠️ If you are registering a My Business Account, navigate to step 5 of our guide 'How to Register for My Business Account'.

12 Ensure your mailing address and direct deposit information are up to date. If not, select "contact us" to make an update.

If your information is up to date, click "Next".

13 Verify your Postal or Zip code and click "Next".

14 Create your CRA user ID and Password.

Create—CRA user ID and password

When you create your user ID and password, we recommend that you:

- make it easy to remember and hard for others to guess;
- avoid using personal information such as your name, social insurance number, mailing address, or email address; and
- always keep this information secure and do not share it with anyone.

Your user ID and password must meet the rules outlined below the fields.

* User ID *(required)* ❓

User ID checklist
- 8 to 16 characters
- No more than 7 digits
- No space
- No special characters except: dot (.), dash (-), underscore (_), and apostrophe (')

* Password *(required)* ❓

* Confirm password *(required)*

Password checklist
- 8 to 64 characters
- At least 1 upper-case letter

15 Select and answer 5 security questions.

Create—security questions and answers

Your security questions and answers should be easy for you to remember but hard for others to guess.

Your answers:

- must contain at least 3 characters
- are not case-sensitive

The only special characters you can use are:

- dot (.)
- comma (,)
- dash (-)
- apostrophe (')

* Question 1 *(required)*

Select

* Answer 1 *(required)*

16 Navigate to the bottom of the page and select whether or not you would like to be asked a security question every time you sign into your CRA account.

* Additional security feature preference *(required)* ❷

◉ Ask me a security question each time I sign in using this device (recommended if you are using a
○ Do not ask me a security question each time I sign in using this device.

For more information on how your privacy is protected, refer to our Personal Information Collection

Next   Exit

17 Review your security questions and answers.

Review—security questions and answers

Question 1: What is your paternal grandfather's first name?
Answer 1: ███

Question 2: What is the first name of your oldest cousin?
Answer 2: ███

Question 3: What street did you live on in grade three?
Answer 3: ███

18 Review the Terms and conditions of use and agree by entering your User ID and Password and selecting "I agree".

For more information on how your privacy is pro

To indicate your acceptance of these terms and

User ID: ▓▓▓▓▓▓▓

* Password: *(required)*

I agree   I do not agree

19 Select how you would like to receive your one-time passcode.

Multi-factor authentication—mandatory enrollment

❗ It is now mandatory to enroll in our multi-factor authentication process.

Below you will need to select how to receive your one-time passcode. Once enrolled in this process, you car add another way of receiving a passcode by using the "Manage multi-factor authentication" within the onli encourage you to add more than one way to receive the passcode within the online service, in case you exp difficulties with the option you initially selected.

* **Select the passcode option you want to use to receive a one-time passcode** *(required)*

○ By telephone — Select this option if you want to receive your one-time passcode via Short Messaging Service (SMS) or have it ve you in an automated message.

○ Passcode grid ❓ — Select this option if you want to save or print a unique passcode grid that only you can use. We will ask you information from the passcode grid every time you sign in.

Next   Exit

20 Click "Add a telephone number" to add one or more telephone numbers and select the language in which you would like to receive your one-time passcode.

Multi-factor authentication — telephone(s)

⊗ At this time, you can only use telephone numbers based within North American countries that participate in the North American Numbering Plan (i.e., countries an individual can call from Canada by dialing 1+10 digits). The telephone numbers must be supplied by telephone providers (i.e., landline or mobile phone).

When you sign in, the CRA will send you a one-time passcode to the telephone number that you provide. Standard message or data rates may be charged by your telephone service provider.

I cannot provide a telephone number. ❓

You can add up to a maximum of three different telephone numbers. ❓

We recommend that you add more than one telephone number in case you ever have difficulties with your primary contact number.

[+] **Add a telephone number**

* Select the language in which you would like to receive your one-time passcode. *(required)*
- ○ English
- ○ French

For more information on how your privacy is protected, refer to our Personal Information Collection Statement.

[Previous] [Exit] [Next]

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21 Select the phone number where you want to receive your one -time passcode and select whether you want to receive the passcode via text or phone call.

Multi-factor authentication—telephone number a method

* Select the telephone number where you would like your one-time passcode sent. *(required)*

- ◉ *** - *** - ▬▬ Cell 1

If you select "Text me", the passcode will be sent by Short Messaging Service (SMS), you will need to open the t select "Call me", the passcode will be verbally provided to you in an automated message. Once the passcode is your telephone handy.

[Text me] [Call me] [Exit]

22 Enter the one-time passcode you received and select your one-time passcode preference.

Multi-factor authentication—passcode entry

The CRA sent you a six digit one-time passcode by Text message to the following telephone number Enter the passcode below, it will expire after five minutes.

* **One-time passcode** *(required)* ❓

If you did not receive the one-time passcode, you may request a new one by selecting the link below. The CRA will resend a n telephone number you previously selected. This can take a few minutes.

Request a new one-time passcode ❓

If you added more than one telephone number you can also send the one-time passcode to a different number by selecting change the delivery method by selecting this link.

Send to a different telephone number or change delivery method

* **One-time passcode preference** *(required)*

- ◉ Ask me to input a one-time passcode each time I sign in using this device (recommended if you are using a public or sl
- ○ Do not ask me to input a one-time passcode for the next eight hours when I sign in using this device.

23 Click "Next". You will receive your CRA security code in the mail within 10 days.

CRA security code notification—confirmatio

ℹ️ A CRA security code is not required to apply for the COVID-19 emergency Account.

As a security measure we will mail your CRA security code to your address on r within 10 days.

If you are blind or partially sighted, you can ask to receive your personal corres format.

Next   Exit

24 Agree to the My Account terms and conditions of use by clicking "I agree" at the bottom of the page.

(!) You are now registered for My Account.

25 To login to your account, navigate to https://www.canada.ca/en/revenue-agency/services/e-services/e-services-individuals/account-individuals.html and click "Sign-In Partner" or "CRA sign in", depending on the sign-in method you have chosen.

Option 1 – Using one of our Sign-In Partners

Sign in or register with the same sign-in information you use for other online services (for example, online banking).

Sign-In Partner

▶ View list of Sign-In Partners

Option 2 – Using a CRA user ID and password

Sign in with your CRA user ID and password, or register.

CRA sign in   CRA register

26 Once you receive your security code in the mail, sign into your My Account and enter the code to receive the full suite of My Account services.

Canada Revenue Agency

CRA security code entry

ℹ️ A CRA security code is not required to apply for the COVID-19 emergency support payments for individua
Account.

Your CRA security code was issued on **November 15, 2022**.

If you requested this security code by mail, allow up to 10 days to receive it.

CRA security code ❓

Lost or did not receive your CRA security code?

For more information on how your privacy is protected, refer to our Personal Information Collection Statement.

Next   Ask me later