

How to Create an EU Login account

MetabERN – CPMS 2.0 guide

To access CPMS 2.0, an **EU Login account with two-factor authentication (2FA)** is required. Please complete the following steps:

- **Create an EU Login account**
- **Set up two-factor authentication (2FA)**

Notes:

If you already have an EU Login account, it is recommended to use your existing account rather than creating a new one, as managing multiple accounts may be challenging.

Please also note that for users who had access to the previous version of the CPMS platform, user profiles and related data have been automatically migrated to CPMS 2.0. Therefore, no new account creation or access request is required in such cases.

Create an EU Login Account

1. Browse to the EU Login [Sign in page](#) and click on the **Create an account** button

Read more'. At the bottom, there is a green button with a globe icon and the text 'Sign in with your eID'." data-bbox="264 573 734 888"/>

Sign in to continue

Enter your email address or unique identifier

[Create an account](#) **Next >**

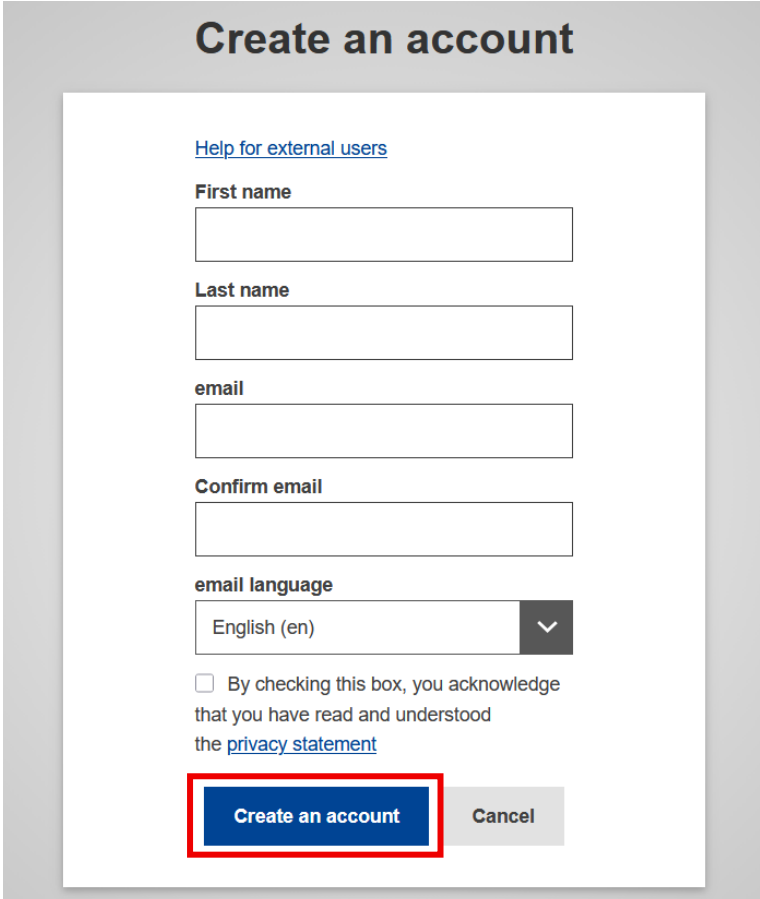
Or

If you do not wish to create an EU Login account, you can sign in by using one of the following third-party sign-in options ("Sign-in Service"). [Read more](#)

 [Sign in with your eID](#)

2. Fill in the form with your personal details

- Enter your first name, last name, and a valid email address
- Re-enter your email to confirm it
- Select your preferred email language
- If needed, enter the verification code shown on the screen and accept the privacy statement
- Click **Create an account**



Create an account

[Help for external users](#)

First name

Last name

email

Confirm email

email language
English (en)

By checking this box, you acknowledge that you have read and understood the [privacy statement](#)



3. You will receive an **email** to verify your address. Open the email and click the link provided

Dear,

You have been registered in EU Login.

Your email address is@....

To create your password, follow the link below:

[this link](#)

You have a maximum of 24 hr, starting from the time that this message was sent, to create your password, but you are encouraged to do so immediately if possible. After this time, you can make another request by following the same link: you will then need to re-enter your username and confirm your request.

If the above link does not work, you can copy the following address (make sure the complete address is copied!) and paste it into your browser's address bar:
<https://ecac.cc.cec.eu.int:7002/cas/init/initialisePasswordLogin.cgi?xxx>.


Instead of replying to this message, if you have a problem, please follow the help or contact information on the site where you were trying to register.

Note that it may take up to 5 minutes after reception of this mail before the above-mentioned site will recognize your registration.

Sent to you by EU Login

4. You will be asked to set your **password**. Passwords must contain at least 10 characters, including upper- and lowercase letters, numbers, and special characters

New password

 Please choose your new password.

n...
(External)

New password

Confirm new password

Submit

Passwords cannot include your username and must contain at least 8 characters chosen from at least three of the following four character groups (white space permitted):

- Upper Case: A to Z
- Lower Case: a to z
- Numeric: 0 to 9
- Special Characters: !"#\$%&'()*+,-./:;<=>?@[\\]^_`{|}~

Examples: SEN5RbaW GwOzMg9m U(nuCuwh

[\[Generate other sample passwords\]](#)



- Confirm your password and click **Submit**. You are now authenticated and can proceed to the service you want to use.

Set Up Two-Factor Authentication (2FA)

Two-factor authentication ensures secure access to the platform.

You may choose from different authentication methods. Detailed instructions available on the EU Login portal for configuring each method can be accessed via the links provided in the table below.

Method	Description	Instructions
EU Login Mobile App	Used with a PIN code , a QR code , or On-Mobile authentication : <ul style="list-style-type: none"> PIN code – When your mobile device has internet access, enter your 4-digit PIN in the EU Login Mobile App QR code – When your device is offline, scan a QR code with the app to generate a one-time password, which you then enter on your computer On-Mobile authentication – When logging in from the same device where the app is installed, EU Login will trigger the app automatically. Enter your 4-digit PIN or use biometric authentication if enabled 	View
Electronic ID (eID)	Authentication using your national electronic identity card (depending on your country’s supported eID scheme). This option may not be available in all European countries	View
Security Key, Trusted Platform (TPM) or Passkey	Hardware-based authentication, using smartphone device, which can be used as a Passkey for your account as well	View



Token or Token CRAM	Physical tokens that generate one-time passwords; standard tokens are available to European Commission staff, while Token CRAM is for specific DG CLIMA users	View
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For more information, visit this link:

https://trusted-digital-identity.europa.eu/creating-managing-and-using-your-eu-login-account/what-second-factor-can-i-configure-my-account_en