Use a web browser (Chrome, Edge, Safari, Firefox) to open https://my.delaware.gov Follow the directions below or watch the registration demonstration video if you prefer.

1 - Click on the green **Register Now** button

<b>Or</b> click on <b>Create</b>	Account.
my.delaware.gov	
Sign In	
Email	
Password	
	0
Sign in	
Forgot password?	/
Unlock account?	
	<b>×</b>

2 - Fill out the registration form Use ONLY a personal email account belonging to you, that you can access.

Γ

**Register Now** 

my.delaware.gov Create Account Email	Street address	<b>NOTE</b> : If you don't have your own email account please create a free one online before you begin
Password	ZIP Code	registration. To be able
Password requirements:  A Lleast 10 characters A lowercase letter A unubercase letter A symbol No parts of your username Does not include your first name Confirm Password Primary phone Optional	State Select an Option Country Select an Option Count Purpose Select an Option Cegister Already have an account?	to activate your account, you must verify you own this email by opening the message from MyDelaware, then click on the Activation link in
First name		that email.
Middle name Optional		L
Last name		

Figure 2 – Left- Top portion of Create Account Window Figure 3 – Right – Lower portion of Create Account Window

3 – Click the blue **Register** button.

4 –Secure your access and set multifactor authentication methods, beginning with **Email**: click the **Set Up** button. **IMPORTANT: This is REQUIRED to activate your account**. It also allows you to unlock your account and/or reset your password.

my.delaware.gov			
Secure access and set multifactor authentication methods			
(8) mydelawareuser@gmail.com			
Verify your email, create your password, set up at least one more authentication factor. Security methods help protect your account by ensuring only you have access.			
Set up required			
Email Verify with a link or code sent to you email Used for recovery	r		
Set up			
Okta Verify Okta Verify is an authenticator app, installed on your phone, used to pro your identity Used for access or recovery Set up	ve		
Phone Verify with a code sent to your phon Used for access or recovery Set up	e		
Security Question Choose a security question and answer that will be used for signing Used for access	in		
Set up			

Figure 4 - Security and MFA Authentication Set Up Window

5 – Verify with your Email window shows myDelaware sent you email. Go to your email account: You MUST open and click the green **Activate Account** link in this email to verify your email address and for your account to be activated.

my delaware.gov	My Delaware <noreply@my.state.de.gov> to me ▼</noreply@my.state.de.gov>	10:3
	<b>my</b> .delaware.gov	
Verify with your email		
(8) mydelawareuser@gmail.com		
We sent an email to mydelawareuser@gmail.c om. Click the verification link in your email to continue or enter the code below. Enter a verification code instead	Hi my, Welcome to My.Delaware To verify your email address and activate your account, please click the following link:	
A Haven't received an email? Send again	Activate Account	
Return to authenticator list		
Back to sign in	This is an automatically generated message . Replies are not monitored or answ	ered.
Figure 5 - Activate Account Email	Figure 6 - Verify Email Window	

6 – Set up a Phone verification (can be SMS text message or a Voice Call); you must have access to the phone when you set up this security method.

my delaware.gov	my.delaware.gov
Set up phone authentication (2) mydelawareuser@gmail.com	
Enter your phone number to receive a verification code via SMS.	Set up phone authentication (8) mydelawareuser@gmail.com
SMS     Voice call Country	A code was sent to your phone. Enter the code below to verify. Carrier messaging charges may apply
United States	Enter Code
Phone number	1
+1	
Receive a code via SMS	Verify
Return to authenticator list	Return to authenticator list
Back to sign in	Back to sign in

*Figure 7 - Set up phone authentication window and window to verify the phone by entering the code received.* 

7 – Set up Okta Verify (you must be on a computer/laptop AND first install this application on your smartphone to set up this method).



Figure 8 - Set up Okta Verify Window

8 – Set up a Security Question (NOTE: this method is ONLY for access. You cannot unlock your account or reset your password with this method, so please set up Phone verification and/or Okta Verify).

my.delaware.gov	
Set up security question	
(8) mydelawareuser@gmail.com	
Choose a security question	
Create my own security question	
Choose a security question	
Choose a security question What is the food you least liked as a chi	l ▲
Choose a security question What is the food you least liked as a chi	▲ Q
Choose a security question What is the food you least liked as a chi What is the food you least liked as a child?	۹
Choose a security question What is the food you least liked as a chi What is the food you least liked as a child? What is the name of your first stuffed animal?	۱ ۸ ۹
Choose a security question What is the food you least liked as a chi What is the food you least liked as a child? What is the name of your first stuffed animal? What did you earn your first medal or award for?	۹
Choose a security question What is the food you least liked as a chi What is the food you least liked as a child? What is the name of your first stuffed animal? What did you earn your first medal or award for? What is your favorite security question?	Q.
Choose a security question What is the food you least liked as a chi What is the food you least liked as a child? What is the name of your first stuffed animal? What did you earn your first medal or award for? What is your favorite security question? What is the toy/stuffed animal you liked the most as a kid?	Q.

7 - After you complete registration, you will see the my.delaware dashboard whenever you log into your my.delaware account. (NOTE: If you are a state employee, your employee-related tiles may not appear for another 48 hours.)

	Ø my.delaware.gov	Q Bearch your apps	my State of Delaware
A	My Apps	My Apps	Sort 💌
	Work	⊘ Work	
	Add section (+)	 Delaware	
-	Notifications	.gov	
**	Add apps	Welcome to Delaware	
		Add section	

Figure 10 - Screenshot of new user's my.Delaware dashboard.