



europass

# **Europass Login and two-factor authentication**

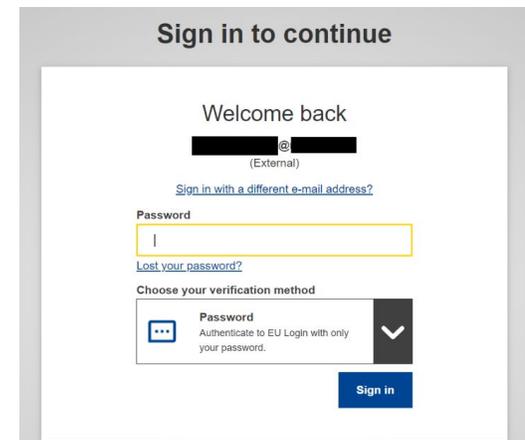
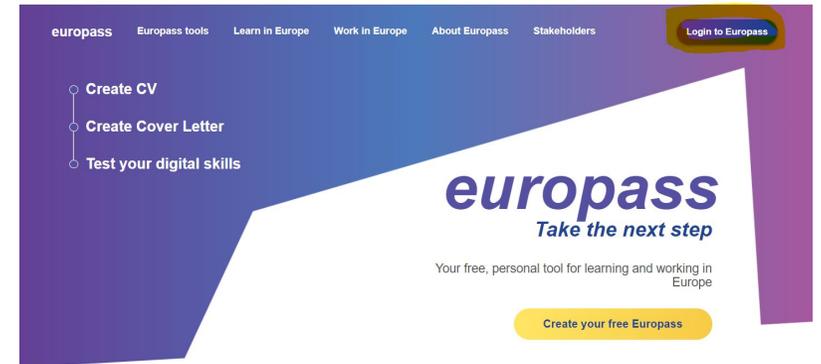
[www.europass.eu](http://www.europass.eu)



## Creating your EU Login account

Before starting, a brief explanation of what is the difference between **Europass** and **EU Login**:

- (1) **Europass** is your one place to manage your career and learning. Find out more about Europass via this [link](#).
- (2) **EU login\*** is the European Commission's secure way of entering Europass and other EU Services. You can find out more about it [here](#).



[www.europass.eu](http://www.europass.eu)

**\*If you already have a Europass account and/or EU Login account, you can go directly to Step 2**



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# What to do?

## Step 1

### Create your EU Login account

(If you already have a Europass account and/or EU Login account, you can go directly to Step 2)

## Step 2

### Add a two-factor authentication (2FA) method



## Creating your EU Login account

# Creating your EU Login account to access Europass

- You can access the **EU Login account** creation page from the Europass homepage (“Login to Europass”), or by clicking on “**Register**” while creating a Profile, CV or Cover Letter.
- When you reach the EU Login page, click on “**Create an account**”.
- You can also create an EU Login account directly, by connecting to: <https://webgate.ec.europa.eu/cas/>.

**Sign in to continue**

Enter your e-mail address or unique identifier

[Create an account](#)

[Next >](#)



# Creating your EU Login account

## Create an account

- Fill in the provided form with required information
  - Your first name and last name
  - The email address and confirm the same email address
  - The language in which you would like to receive the email
  - If requested, enter the code of letters and numbers you can see in the picture (if you cannot read the code, you can click on the button with two arrows to generate a new one).
- The confirmation of your registration will be sent to the email address you provided here
- Check the privacy statement.
- Click on **“Create an account”**.

[Help for external users](#)

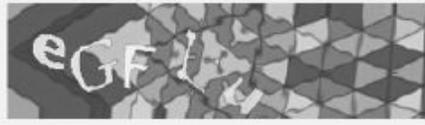
**First name**

**Last name**

**E-mail**

**Confirm e-mail**

**E-mail language**  
English (en)

**Enter the code**  
  
   


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



## Creating your EU Login account

- You will receive an email in order to verify that you have access to that e-mail account (check your spam or junk folder if you don't see one within 10-15 minutes)
  - If you did not receive the email after 10 minutes please [contact the EU Login External Support](#)
  - Please note that it might take between 2 and 10 minutes to get the email.
- Follow the instructions in the email and click on the link you received.

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://ecas.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



# Creating your EU Login account

You are invited to select a **password** and to **confirm** it.

- Type the password you want to use in the "New password" field by following the instructions on the page.
- Type your password again in the "Confirm new password" and click on "Submit".

### 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: !"#%&'()\*+,-./:;<=>?@[\\]^\_`{|}~

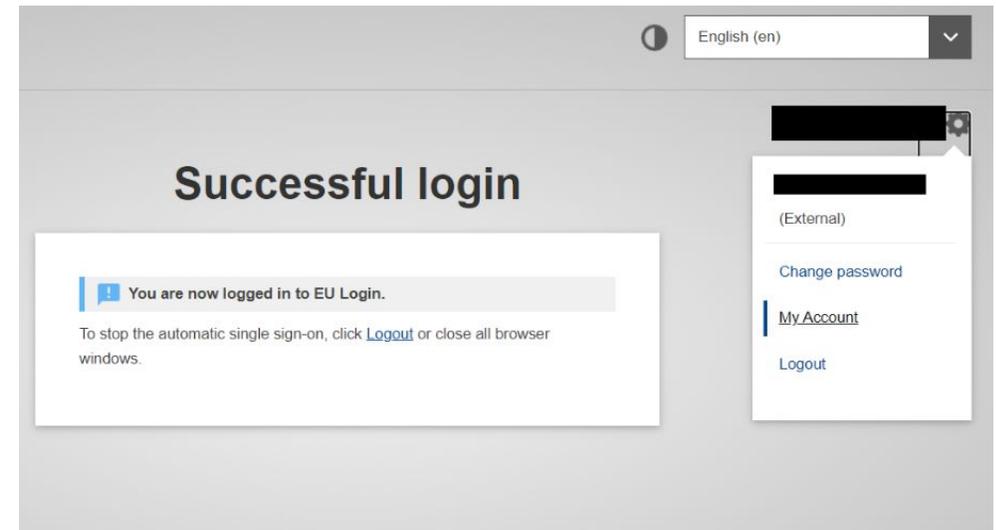
Examples: SEN5RbaW GwOzMg9m U(nuCuwh

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



# Creating your EU Login account

- You can then click on "Proceed" or "Login"
- If at the beginning of Step 1 you have registered from Europass (instead of using the direct EU Login link), you may read a message ""No mobile device found. To register a mobile device, go to My Account". This is normal, do not panic.
- You can close this page and proceed to Step 2.

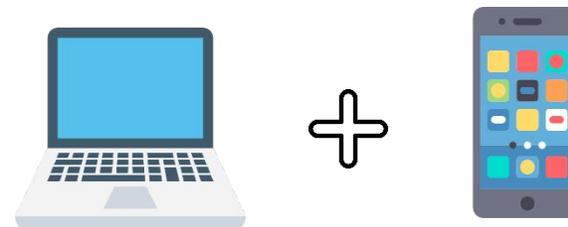
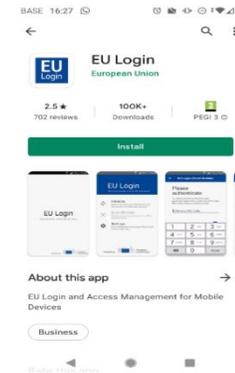




# Adding a two-factor authentication

## Download the Login Mobile App on your phone

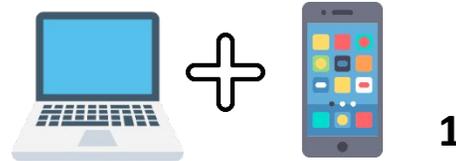
- The EU Login Mobile App can be installed via
  - Google Play Store (Android),
  - the App Store (iOS), or
  - the Windows Store (Windows Phone).
- To make the app work correctly you will need
  - a computer/laptop
  - your mobile device





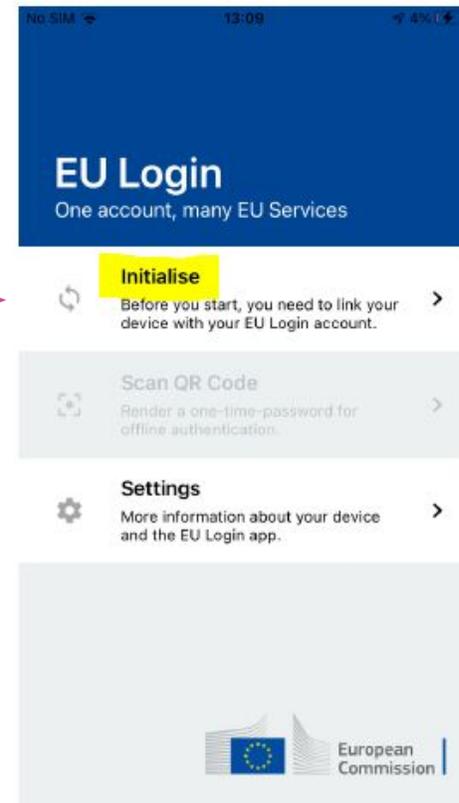
# Adding a two-factor authentication

## On both the devices

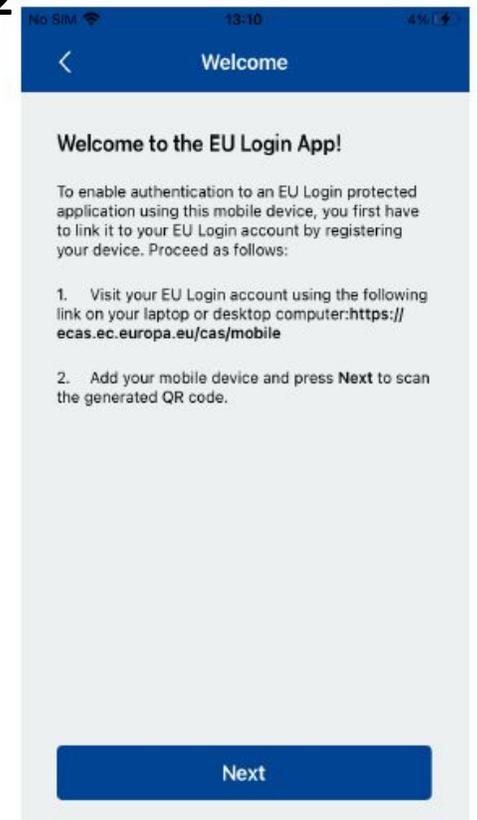


- After installing the EU Login Mobile App, open it and **tap on the "Initialise"** option.
- Follow the instructions on the screen\*. In the browser of your PC **go to the following URL:** <https://webgate.ec.europa.eu/cas/mobile>.
- If needed, authenticate again with your username and password

1



2



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\*If you already initialized the EU Login Mobile App on another device, you are requested to authenticate using the already registered device. Please note that an EU Login mobile app can only register a single account, and an account can only be registered with a single mobile app.



# Adding a two-factor authentication

## On your laptop/desktop



- Click on «**Add mobile device**»
- In the "Your device name" field, **provide a name** that will allow you to remember to which device it refers to (for example, My Android phone).
- **Enter a PIN code** with 4 digits and enter it in the PIN code field (Choose a PIN code you can easily remember, but not easy to guess)
- Enter the same 4 digits in the confirmation field
- Once you are done, click «**Submit**».

1



Add a mobile device

2

## Add a mobile device

Please give a name to identify your mobile device and a PIN code to use for it.

Your device name

Your 4 digit PIN code

You will be required to enter this PIN code on your mobile device to use the ECAS mobile app.

Confirm your PIN code

Submit

Cancel



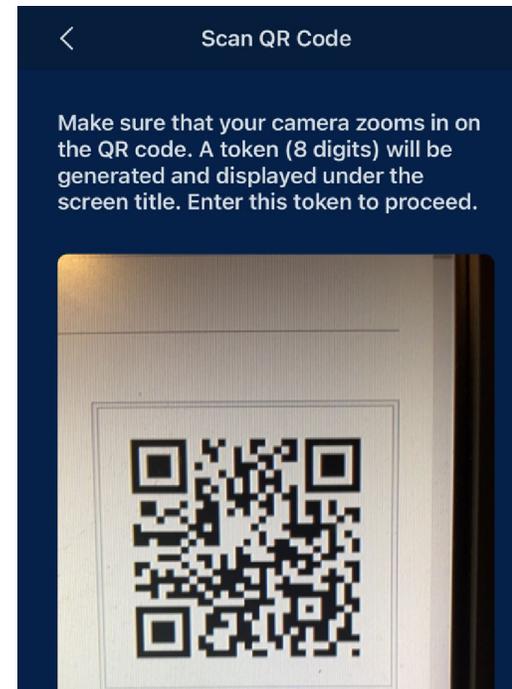
# Adding a two-factor authentication

## On your EU Login Mobile App

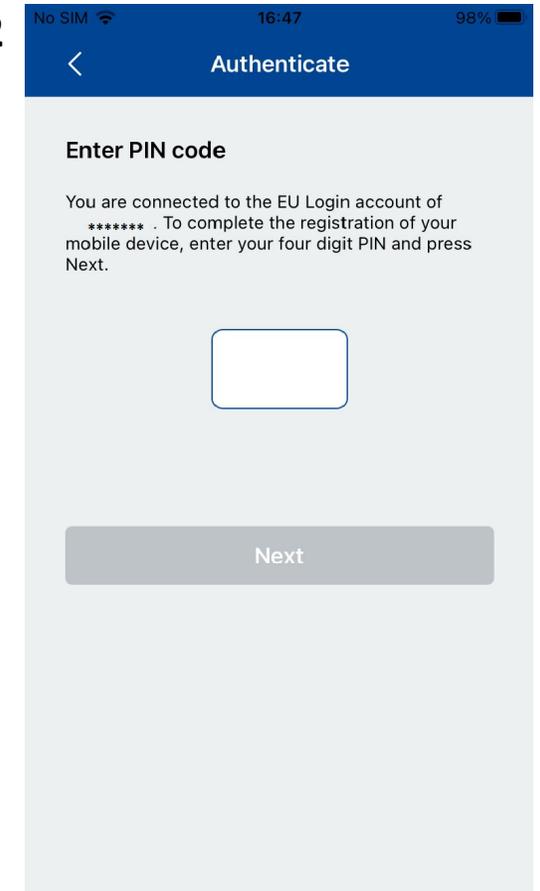


- Click on «**Next**» on your mobile device
- The QR code scanner starts on your mobile device and a QR code is displayed on the screen of your PC. **Point the camera** of your mobile phone to your PC screen until the QR code is recognised
- **Enter the PIN code** you have just chosen on your mobile device and tap "**Authenticate**".
- Your EU Login Mobile App is succesfully initialized!

1



2





# Login to Europass

## EU Login Mobile App

- Once having created an EU Login account and set up a two-factor authentication method, you will be able to login to Europass.
- Choose one of the first two verification methods to login through your EU Login Mobile App.

Welcome back

██████████@██████████

(External)

[Sign in with a different e-mail address?](#)

Password

	<b>EU Login Mobile App PIN Code</b> Use your registered EU Login Mobile app to verify your identity.
	<b>EU Login Mobile App QR Code</b> Generate a one-time-password with the EU Login Mobile app.
	<b>Security Key or Trusted Platform</b> Use a security key or trusted platform to authenticate with EU Login.

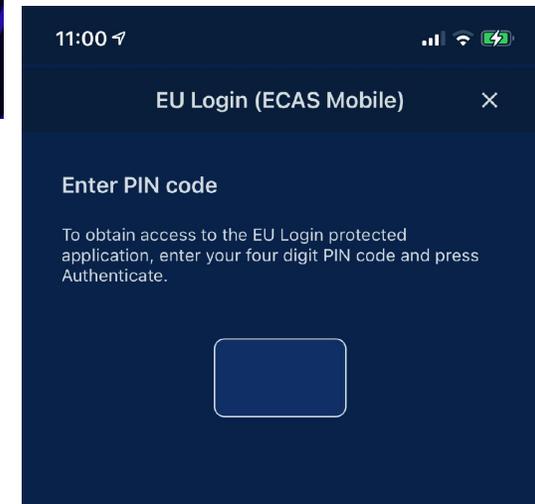
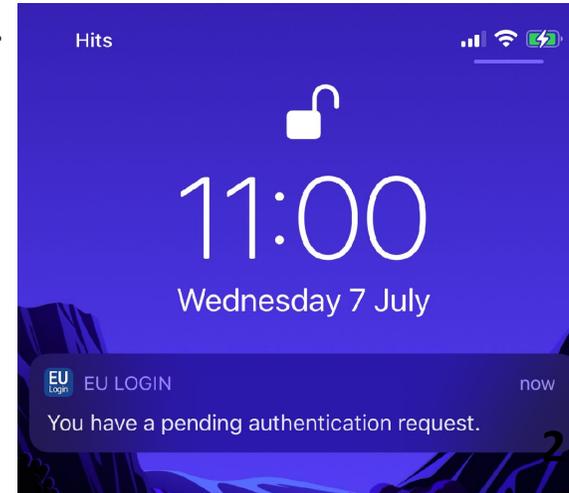


# Login to Europass

## EU Login Mobile App PIN Code

- **Select "EU Login Mobile App PIN Code" as the verification method, enter your password in the "Password" field and click on "Sign in".\*** 
- EU Login sends a **notification** to your mobile device. Tap on it to launch the app (1). 
- (2) The EU Login Mobile App prompts you to enter your PIN code. **Enter your PIN code or use biometric recognition** and tap on **"Authenticate"**. 

1



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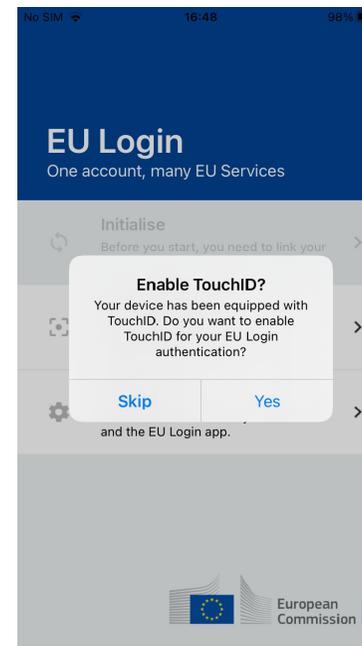
\*If you have more than one device with an initialised EU Login Mobile App, you will be prompted to select the one you would like to use



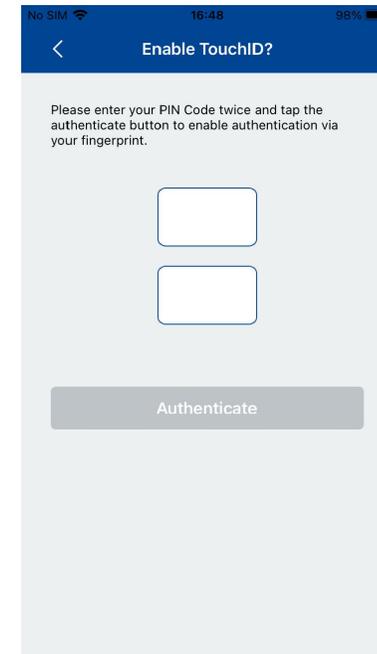
## EU Login Mobile App

- If you want, you can enable Fingerprint recognition (or other biometric authentication) if your mobile device is equipped with it:
- (1) An automatic pop-up will be displayed to enable it. Click on Yes if you wish to enable it
- (2) **Enter your PIN code** and click on the arrow.
- (3) Confirm by **authenticating with your fingerprint**. You will be automatically redirected to the Welcome page.

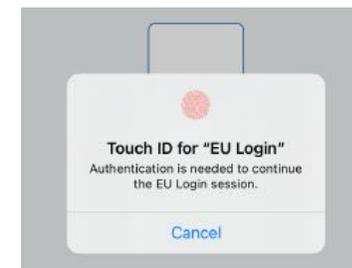
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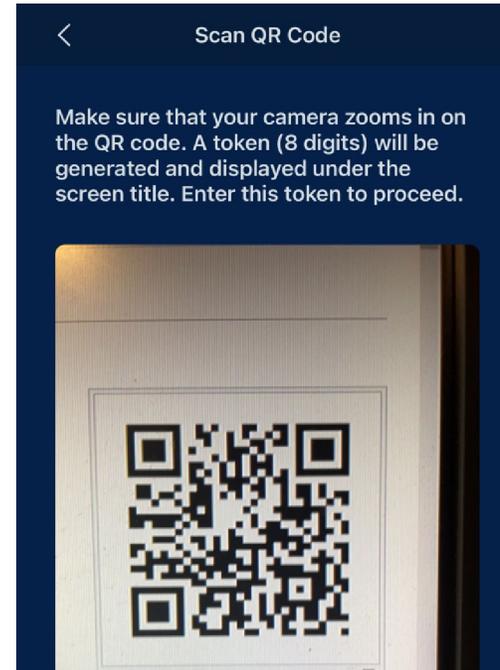




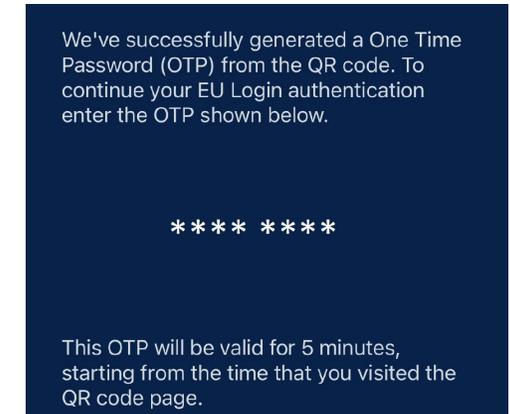
## EU Login Mobile App QR Code

- Select "EU Login Mobile App QR Code" as the verification method.
- Enter your password in the "Password" field and click on "Sign in": A QR code is displayed on the screen:
- (1) Tap on "Scan QR Code" in the App and point the camera at the screen until the code is recognised
- (2) The EU Login Mobile App displays a **one-time password**. (3) **Type it** in the "code generated by your app" field and click "Sign in" to proceed.

1



2



3

### QR code authentication

Please scan the QR code with your EU Login mobile app and type in the generated code below.



Code generated by your app

Sign in



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# Additional information

- You can find additional information on how to create your EU Login account and set-up two-factor authentication on the [EU Login User guide](#).
- Please refer to the guide above if instead of the mobile verification, you wish to set up a Security Key (SK) and/or Trusted Platforms (TP) authentication method.
- You can also have a look at this [tutorial video](#).

[www.europass.eu](http://www.europass.eu)

If you followed all the steps and did not manage to set up the two-factor authentication, please [contact](#) the EU Login External Support (EC working hours: 8 a.m.- 7 p.m. CET)



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**Thank You**

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