1. To create your online profile, click on the "Sign up" link:



2. Fill in the required fields. You will be required to verify your email address. You will be sent a code to the email address entered. Once you have entered information into the required fields click "Next".

(CDOPL Online Services			?
< N E C	Home Sign Up Account Security Create an Account Iame William Rogerstein mail (username) WRogerstein@yahooo.com P Email has been verified	Password Password Confirm Password Passwords cannot be reused Minimum 8 characters Passwords nust contain both letters and numbers	Phone Number Country USA Type Business Phone Phone Number (208) 555-5151 +1 (208) 555-5151	>
	Cancel	Passwords must contain both uppercase and lowercase letters Passwords must contain special characters	C Previous Net	ct >

3. Select a Security Question and provide an answer. Then click on "Submit".

(Home	
⊘	
Sign Up	Account Security
Security Quest	ions
Choose questions you Security Question	will remember and are difficult to guess.
Answer	liast name of your favorite childhood fifend?
•••	
Confirm Answer	
•••	

4. You have set up your online profile. Click "OK" to return to login screen.

(DOPL o	nline Services		?		
< Home					
Confirmation	Confirmation				
Printable	view	n, tou win need to use that emain when you log in.			
ок					
ldaho.gov Acc	essibility Cybersecurity Privacy Le	gal Notices Security Idaho Telehealth Access Act Americans with Disabilit	ties Act (ADA)		

5. Enter your email address and password you just created, then click "Log in".



6. You will be given the opportunity to set up multifactor authentication for your online profile.

Choose the method you would prefer, or you may select the "Disable" option if you do not want multifactor authentication for your online profile. Click on "Confirm".

Protect your Online Services profile with tw	vo-step verification	
Two-step verification is used to better protect your Online Service	s profile. Once we have it setup you'll be asked to provide a uniq	ue security code to verify your identity each time you log in.
Authentication App	Text Message	Email
Use an authentication app, such as Google Authenticator, to get security codes.	Receive security codes by text message.	Receive security codes by email.
Set Un	Add Phone	Add Email
	Message and data rates may apply. To stop receiving SMS messages, remove your number above.	

7. If this is the first time you have accessed the DOPL Online Services site, you will see the landing page pictured below.

From this page you can apply for a license, registration or permit, associate a license or registration to your online profile (see the "How to Associate a License or Registration to your Profile" document), view letters and messages sent to you by DOPL and many other functions

Online Services	ERD Testing	0 B			
ROGERSTEIN, WILLIAM		Welcome, William Rogerstein You last logged in on Tuesday, Jun 11, 2024 8:46:51 AM Manage My Profile 1			
Q What are you looking for?					
 Start Here Welcome to DOPL Online Services. Associate an Existing License or Registration Apply for a License/Registration/Permit 	 License/Registration Actions Actions related to licensure or registration. View Continuing Education Course Catalog Upload a Document 	 Non-Licensing Registration Register without issuing a license. Register an Accounting Firm Register a MFT Candidate 			
↓ Submissions	및 Messages	 Register a CPA Candidate Register as a Course Developer Letters 			
Search for previous submissions.	View messages I've received from the agency.	View letters I've received from the agency.			