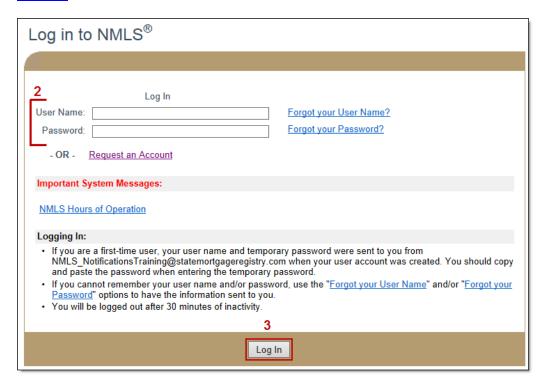**Logging In for the First Time**

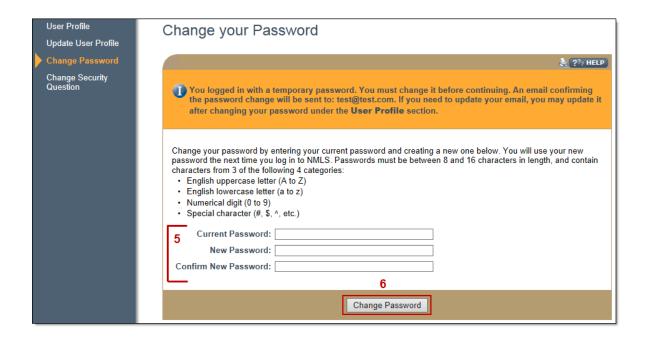1. Click the **Log in to NMLS** button in the upper right corner on the **NMLS Resource Center.**

2. Enter the User Name and Password.

3. Click the **Log In** button.

    NOTE: If you are a first-time user, your user name and temporary password were sent to you from NMLS_Notifications@statemortgageregistry.com when your user account was created. Due to the cryptic nature of the temporary password, you are encouraged to utilize copy and paste functions directly from the temporary password email notification.

4. Upon each log in, you must accept the Industry Terms of Use by clicking the **I Agree** button.
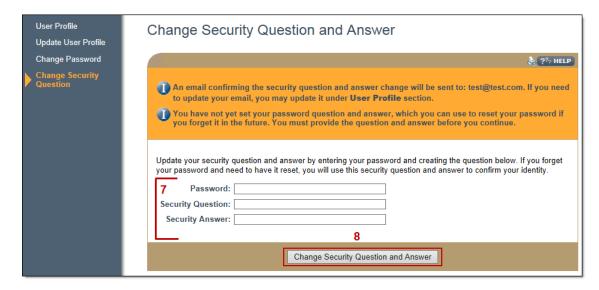
    Upon the first log in, the temporary password must be changed. Re -paste the temporary password in the Current Password text box.

5. Create a new password meeting the following criteria:

    The New Password must be between 8 and 16 characters in length, and contain characters from 3 of the following 4 categories:

    - English uppercase letter (A to Z)
    - English lowercase letter (a to z)
    - Numerical digit (0 to 9)
    - Special character (#, $, ^, etc.)

6. Click the **Change Password** button.

7. The system will prompt you to create a security question and answer. The password required when setting up the security question is the new password, changed in Step 5.

8. Click the **Change Security Question and Answer** button.

9. The NMLS Home tab will open upon successful log in, password change, and security question creation.

Forgot Your User Name

10. From the NMLS Log In page, select *Forgot your User Name?*

11. Enter the e-mail address associated to the record and the NMLS ID.

    NOTE: Only users with an NMLS ID number can request their user name through this self-help feature.

12. Click the **Submit** button.

Forgot Your Password

1. From the NMLS Log In page, select the *Forgot your Password? link.*

2. Enter the characters from the image and click the **Next** button.

3. Enter the User Name and click the **Next** button.

4. Provide the correct response to the Security Question, and click the **Next** button.

5. A new password will be sent to the e-mail address for the record within the system.

6. Click Login and enter the username and new temporary password.

For further assistance please contact the NMLS Call Center at 1-855-NMLS-123 (1-855-665-7123).