

# Request access for registration

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With the link "Registration market participants" on the ECom web site "Market surveillance" you get to the following screen. Please choose there the button "Register user".

## Welcome to the user administration of the CH-LOGIN

Please log in with your user ID and password.

If you have not yet registered, please click on "Register user".

User ID	<input type="text"/>
Password	<input type="password"/>
<input type="button" value="Submit"/> <input type="button" value="Register user"/> <input type="button" value="Cancel"/>	

- ▶ [Password forgotten or account locked?](#)
- ▶ [Forgot your User ID?](#)

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## Support

Service-Desk FOITT  
E-Mail: [servicedesk@bit.admin.ch](mailto:servicedesk@bit.admin.ch)  
Tel.: +41 58 465 88 88 

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## You can register as a user in 6 steps

### User registration, step 1: e-mail address entry

Please enter a valid e-mail address and the CAPTCHA displayed and then click on "Next".  
You can request a new CAPTCHA by clicking on "New CAPTCHA".  
Your e-mail address will be validated in the next step.

CAPTCHA	
CAPTCHA text	<input type="text"/>
E-mail address	<input type="text"/>
<input type="button" value="Next"/> <input type="button" value="New CAPTCHA"/> <input type="button" value="Quit"/>	

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You will receive a confirmation code by e-mail.

Dear user,

The confirmation code is as follows:  
U3TXE6

Kind regards  
eIAM-Service

Note: This is an automatically generated e-mail, please do not reply to this.

### User registration, step 2: e-mail address validation

An e-mail with a validation code has been sent to the e-mail address shown. Please enter this code below and then click on "Next".  
Use the "Back" button to return to step 1 where you can re-enter an e-mail address.

E-mail address	<input type="text" value="thesecret@protonmail.com"/>
Validation code	<input type="text" value="U3TXE6"/>
<input type="button" value="Next"/> <input type="button" value="Quit"/> <input type="button" value="Back"/>	

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**Optional:** you can enter a mobile phone number. If you enter a mobile phone number, this is verified by an SMS and a confirmation code. If you prefer to continue without entering a mobile phone number, press the button "Continue without mobile phone".

### User registration, step 3: mobile phone number entry (optional)

If you have a mobile phone, please enter this phone number now. This number can be used for advanced authentication.  
If you wish to continue without entering a mobile phone number, please leave this field empty and click on "Continue without mobile phone".

Mobile phone number	<input type="text"/>
<input type="button" value="Next"/> <input type="button" value="Quit"/> <input type="button" value="Continue without mobile phone"/>	

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### User registration, step 5: user information

Please enter your full name. To register, you must read and accept the terms of use.

User ID	<input type="text" value="auto-generated"/>
Surname	<input type="text" value="Regist"/>
First name	<input type="text" value="Reg"/>
Organisation	<input type="text" value="Please leave blank"/>
Notes	<input type="text"/>

[Show terms of use](#)

I accept the terms of use

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### User registration, step 6: set user password

Please select a password that meets the criteria outlined below and then click on "Next".

Enter password	<input type="password" value="....."/>
Confirm password	<input type="password" value="....."/>

The new password must meet the following criteria:

- length of at least 8 characters
- contain at least 1 uppercase letter
- contain at least 1 lowercase letter
- contain at least 2 non-alphabetic characters (eg numbers, special characters)

Please also note that the new password must be different from the previous passwords.

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### User registration: you have successfully registered.

You have successfully registered. One user has been issued the user name below.

Registration was successful

Just as a reminder, please make a note of your user ID CH1000002

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You will receive an e-mail with the entered data.

Hello,

You have just registered a new user account with the following details:

- \* User ID: CH1000002
- \* Name: Regist
- \* First name: Reg
- \* Mobile phone no.:

Best regards,

eIAM Self-registration

You have successfully registered. When you press the button "Next", you get the following screen:

#### Access not possible

**i** You do not have the access rights for this application. This can be due to the following reasons:

1. This is the first time you want to access this application. Please click the "Request access" button and follow the directions.
2. If you already requested access to this application, the following steps might help:
  - wait until you receive the e-mail that confirms you have access.
  - click the "New login" button and select a different login method because the previously selected login method was not accepted by the application.

[New login](#) [Request access](#)

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Press the button "Request access" and you get the following screen:

#### Request access, step 1: user information

Your user information is shown in this step. If necessary, complete your full name. You can add further information in the remarks field. You have to accept the terms of use in order to request access.

Surname	<input type="text" value="Regist"/>
First name	<input type="text" value="Reg"/>
Organisation	<input type="text" value="bitte leer lassen"/>
Notes	<input type="text"/>
Your ID or passport number (if available)	<input type="text" value="n/a"/>

[Show terms of use](#)

I accept the terms of use

[Next](#) [Quit](#)

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### Request access: request submitted successfully

You now have access to the requested application.  
The new access rights will be active after you login again to the application. Please logoff by clicking the "Back to application" button.

✔ Your request for access to the application 'Reg-Tool' was successfully submitted.

Back to application

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With "Back to application" you get to the following screen:

### Logged out

✔ You have been successfully logged out.

ⓘ Please do not forget to delete the cache and the browser history.

New login

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With "New login" you get to the following screen:

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By entering a User ID and a Password you access our registration system where you can begin with your registration. Good luck!