Accessing PCIT for the First Time

Step 1.

1. Access the PCIT website at https://pcit.aphis.usda.gov/pcit/. (*You may want to add this to your favorites or bookmark it, as this will be the website that you always go to in order to login.*)
2. Click the **Log In** button. The eAuthentication Warning page displays.
3. Click the **I Agree** button. The eAuthentication Login page displays.
4. Click the **Create an account** link under the Quick Links box in the upper left hand corner.
5. Click the **Level 1 Access** link at the bottom of the page.
6. Follow the instructions provided on the USDA eAuthentication website and a *confirmation e-mail* will be sent to you. Follow the instructions in the email to complete and activate your eAuthentication account. Then go to the following website again in order to access PCIT https://pcit.aphis.usda.gov/pcit/

Step 2.

1. On the eAuthentication Login screen, enter your eAuthentication User ID and password and click the **Login** button.
2. The Initial PCIT Registration page appears. (*This page will display only during the linking process and is only done once.*) Choose **either** item 3 or 4 below.
3. **If your organization already has an account within PCIT:**
    a. Your organization's PCIT account administrator should provide you with a **temporary** PCIT User ID and password to connect to the organization's account. Enter this information and click the **Sign In** button.
    b. Your eAuthentication account is now synchronized with your PCIT account and you are now logged into PCIT.
4. **If your organization does not have an account within PCIT:**
    a. Click the **Register External Organization** button on the left to create a PCIT account for your organization.
    b. The Registration Wizard – User Information page appears. Enter your name and phone number and click the **Next** button.
    c. Select the **Create a New Organization Account within PCIT** option and click **Next**.
    d. On the Registration Wizard – Create New page, enter your company's information and click **Submit**.
    e. The Registration Wizard – Create Successful page appears. Click the **Continue** button to start using PCIT.
    f. Your eAuthentication account is now synchronized with your organization's new PCIT account and you are now logged into PCIT.
5. The next time you access the PCIT website, simply enter your eAuthentication User ID and password and click the **Login** button. This will log you all the way into PCIT.