Request an Account: DFAS myPay Login ID

DS Logon offers two types of accounts: basic and premium. A premium account may be established online using your Defense Finance and Accounting Services (DFAS) myPay Login ID. A premium account provides access to your personal information as well as numerous applications. See the quick guide entitled "DS Logon Overview" for a list of the applications that may be accessed using a DS Logon ID.

Please note that the appearance of the screens shown here may vary based on the manner in which DS Logon is accessed; the procedure, however, remains the same.

1 From the **DS Logon** tab, click **Request an Account.** The **Registration Wizard** appears displaying the question **Do you have a Common Access Card (CAC) with accessible card reader?**

2 Click **No.** The question **Do you have a DFAS myPay Login ID?** appears.

3 Click **Yes.**

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4 Click **Register**. The **DFAS** tab appears.

> **Registration Wizard**
>
> ⑦
>
> **Request a DS Logon with your DFAS**
>
> Congratulations! With your DFAS myPay Login ID and password, you can request your DS Logon and receive your activation code via US Mail in 6-12 days.
>
> After you've successfully created your account, you will be mailed your unique activation code via USPS.
>
> Once you receive your activation code, return to activate your DS Logon.
>
> **Sponsor's Defense Financial Account Service (DFAS) Registration**
>
> As a Spouse or Eligible Dependent (18 or over), your military Sponsor is able to request a DS Logon on your behalf using their DFAS myPay account. Once your Sponsor has requested your account, an activation letter will be mailed within 5-12 business days with your activation PIN. Once received, activate your account online on this website. Upon activation, you will be prompted to choose a personalized password, select questions and answers from a list of challenge questions, and select an image that will be displayed for future logon attempts.
>
> Please check the About DS Logon for more information.
>
> **Request a DS Logon with your DFAS**
>
> You must first log in with your DFAS myPay account before requesting a DS Logon account.
>
> **4** | Register | Back | Cancel |

5 Enter your **MyPay Login ID** in the text box.

6 Enter your **MyPay Password** in the text box.

7 Click **Login**.

> | **DFAS** |
>
> ⑦
>
> You may log in with a DFAS myPay account. For more details, see https://mypay.dfas.mil.
>
> For assistance or to report problems, please call toll free 1-800-477-8227
>
> You have chosen to register for a DS Logon account. After you log in with your myPay account, you will be redirected to complete the registration process.
>
> **Register for a DS Logon?**
> Request an Account
>
> MyPay Login Id
> `881175657` **5**
>
> MyPay Password
> `••••••••` **6**
>
> **7** | Login |

8 Enter a new **Password** in the text box.

> ⚠ **TIP:** Passwords must be 9–20 characters and contain at least one uppercase letter, one lowercase letter, one special character, and one numeric character.

9 Re-enter your password in the **Confirm Password** text box.

10 Click **Next**. The **Select Challenge Questions** appear.

> Create Password > Select Challenge Questions > Select Personal Image > Confirm Activation
>
> **Create Password**
>
> ⑦
>
> Please create a password. The password will be required every time you access the system. Passwords must be reset at least once every 150 days and must be different from your previous passwords.
>
> You will be given a username once the activation process is complete. Usernames are automatically generated and cannot be changed for security reasons.
>
> Please check the About DS Logon for more information.
>
> Passwords must be 9-20 characters in length and contain the following: ⚠
> 1. At least one uppercase letter (e.g. 'A')
> 2. At least one lowercase letter (e.g. 'a')
> 3. At least one number (e.g. '2')
> 4. At least one of the following special characters: @_#!&$`%*+():/.,;~:)|?{>=<
>
> Password
> _____ **8**
>
> Confirm Password
> _____ **9**
>
> **10** | Next | Cancel |

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11 Answer at least five challenge questions.

12 Click **Next.** The **Select Personal Image** screen appears.

Select Challenge Questions

You must answer at least 5 challenge questions. These challenge questions are needed when you want to reset or change your account password.

Please check the About DS Logon for more information.

11

What was the name of your first pet?
Sam

What was the name of your first stuffed animal?

What is the name of your first girlfriend or boyfriend?
Jane

What school did you attend for kindergarten?
Brown

What was the make (Chevy, Ford, Honda, etc.) of you first car?
Chevy

In what hospital were you born?

In what year was your mother born?
1901

What is the full name of your very first employer?

What school did you attend for sixth grade?

What is your oldest sibling's middle name?

What is the first name of the boy or girl that you first kissed?

In what city or town did your mother and father meet?

In what town was your first job?

12 Next Back Cancel

13 Click the radio button underneath the image you wish to have associated with your account.

14 Enter in the text box a **Personal Image Phrase** that will appear, along with your chosen image, when you log in to your account.

15 Click **Next.** The **Confirmation Activation** screen appears.

Select Personal Image

Select one image and create a phrase. The image and phrase are used to personalize and identify your account. When you log into your account, make sure you see both the image and the phrase to ensure safety.

Please check the About DS Logon for more information.

13

The personal image phrase may be up to 50 characters long.

Personal Image Phrase
monarch **14**

15 Next Back Cancel

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16 After reviewing your information to ensure its accuracy, click **Activate My Account.** The **Activation Successful** screen appears displaying your username.

> **(!)** *TIP:* Click **Change** to edit your information in a particular section.

17 Click **Finish.**

Note: Your username, along with the password you created, will enable you to log in to DS Logon-supported sites.

Confirm Activation

(?)

Please ensure the following information is correct.

Please check the About DS Logon for more information.

DS Logon Password Valid (Change) **(!)**

Challenge Questions (Change)

What was the name of your first pet?

What school did you attend for kindergarten?

In what hospital were you born?

What was the make (Chevy, Ford, Honda, etc.) of you first car?

In what year was your mother born?

Personal Image (Change)

16 [Activate My Account] [Cancel]

Activation Successful

(?)

Below is the username for your account. You will need both the username and password to log in.

Please check the About DS Logon for more information.

Your Username: james.armstrong

Would you like to upgrade your account now?

[Upgrade Account] [Finish] **17**