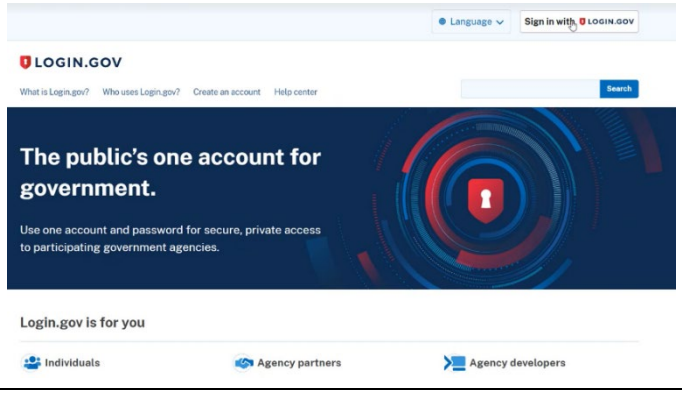
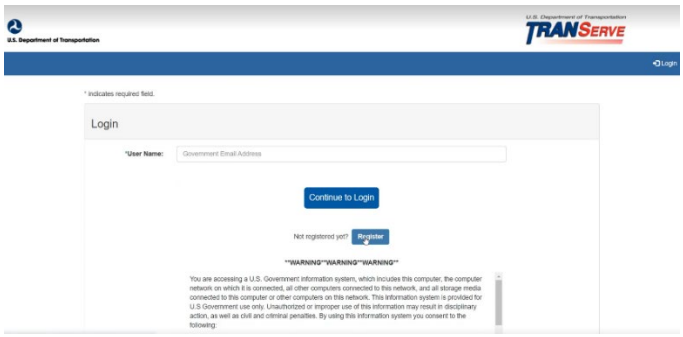
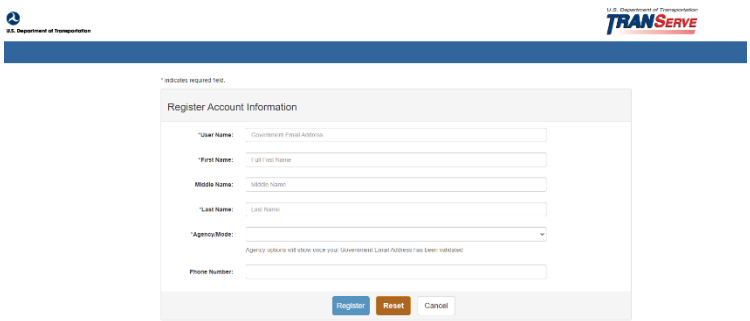
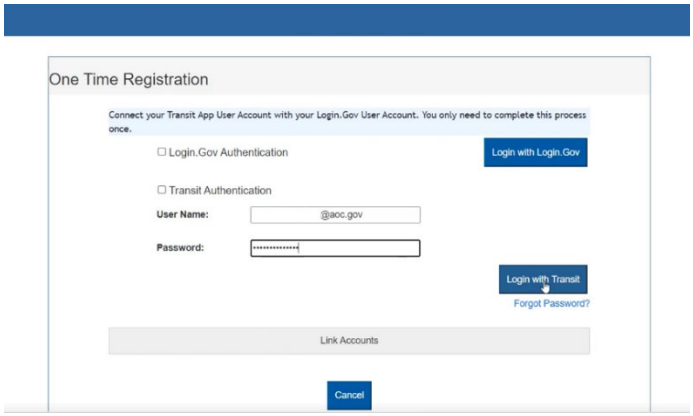
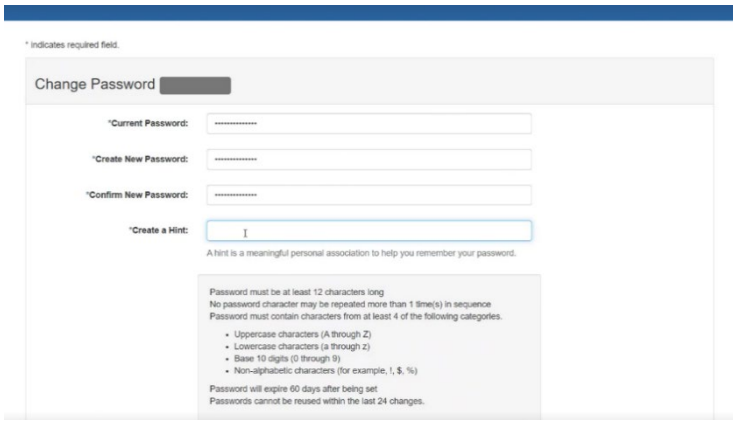
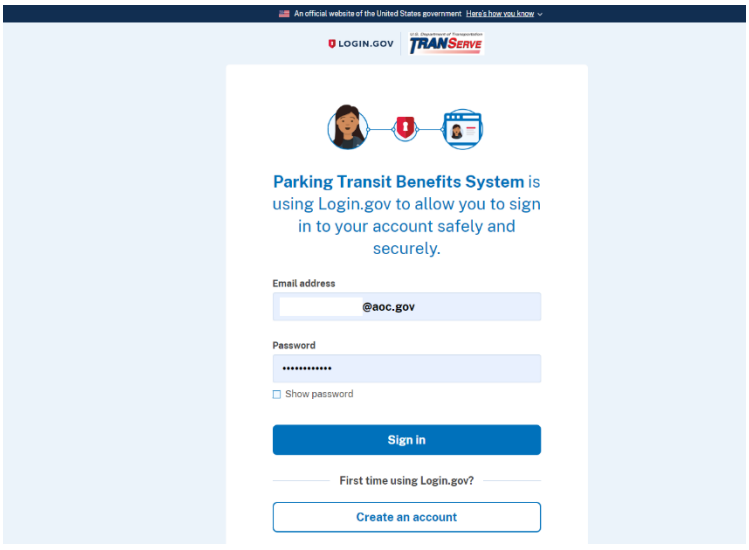
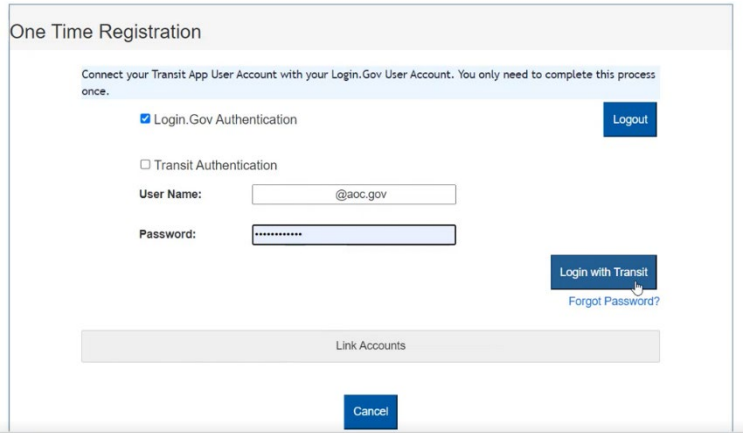
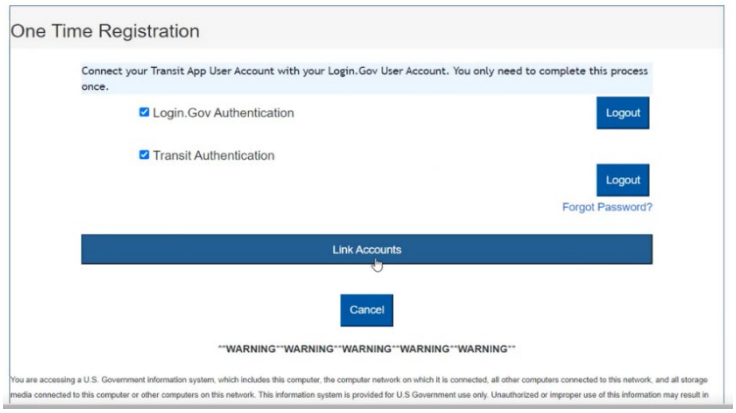
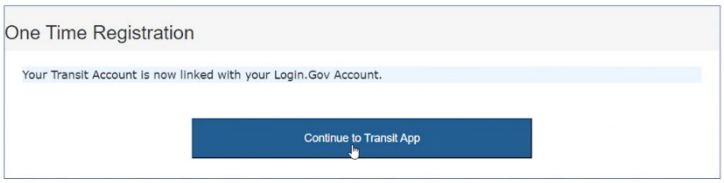
GUIDE: REGISTERING WITH TRANSERVE AND LINKING TO LOGIN.GOV

Please visit AOC's Participant Page for more information:

https://www.transportation.gov/transerve/participants/architect-capitol-aoc

Step	Action	Screen Shot
1	Ensure login.gov account is associated with AOC email address. If you don't have an account, create one associated with your AOC email address. To complete these actions, visit: www.login.gov	
2	Open the TRANServe Transit Benefit Application Website linked below and click "Register." You do not need to enter your email at this time https://transitapp.ost.dot.gov/	
3	Complete account registration: • User Name is AOC email • Legal name required Once you click "Register," the log in page will refresh and a temporary password will be sent to your AOC email	

Step	Action	Screen Shot
4	Enter your AOC email and click “Continue to Log in,” then click “Login” again. You will be prompted to enter the temporary password. Then, click “Login with Transit”	
5	Create new password following the rules provided on the “Change Password” page. Once successfully changed, the page will refresh back to the Login screen. Proceed by entering your email and following the screen prompts	
6	Back on the “One Time Registration” page, you will now click “Login with Login.Gov” After clicking, you will be taken to Login.Gov. Proceed to sign in ***with your AOC email and Login.gov password***. Once signed in, you will be prompted to “Agree and Continue” with the linking of accounts	

Step	Action	Screen Shot
7	Once linked, you will automatically leave login.gov and be taken back to the “One Time Registration” page. Your page should look like this screenshot. Enter your new, permanent TRANServe password from Step 5 and click “Login with Transit”	
8	Click “Link Accounts”	
9	Your accounts are now linked. Click “Continue to Transit App” to access and submit the online application