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## Firefighter Authentication Steps

1. Request access to Firefighter Certification    2. Link your Firefighter Certification service to your myNewJersey account    3. Go to myNewJersey

### Firefighter Authentication - myNewJersey Link Screen

Firefighter ID:  (required)  
Zip Code:  (required)

[Program Help](#)

Step 1:

User enters his firefighter ID (FFID) and the zip code on file, and clicks on the Continue button.

1. Request access to Firefighter Certification

2. Link your Firefighter Certification service to your myNewJersey account

3. Go to myNewJersey

## Firefighter Authentication - myNewJersey Link Screen

To obtain NJ Firefighter Certification link, please provide email address and contact name.

Firefighter ID: **999999**

Zip Code: **08626**

Email:  **(required)**

Re-enter:  **(required)**

*(Same Email to be entered twice and must match for verification)*

Contact Name:  **(required)**

[Program Help](#)

Step 2:

The FFID and zip code combination is verified. The user is prompted to enter an email address (twice) and contact name, and clicks on the Next Step button.

- 1. Request access to Firefighter Certification
- 2. Link your Firefighter Certification service to your myNewJersey account
- 3. Go to myNewJersey

Do you have a myNewJersey Logon ID?

- Yes
- No

More information:

**What is myNewJersey?** It's a system that uses a single ID to let you access many services. If you have a business, you can access taxes, permits, payments, and other information. If you're an employee, you can get pension and payroll information, and for many departments, access your email and other resources when you're not in the office.

**How does myNewJersey help me?** It lets you access all of your information without having to remember separate account IDs and passwords for each service. Plus, you only have to log in once each "session" (each time you need any one of the services). You can access any other service during that same session, without having to log in again.

**Why do I need myNewJersey to use the DCA Firefighter Certification system?** Firefighter Certification is the service that lets you access and manage your training certificate information. myNewJersey is the system that logs you in, or "authenticates" you, to be able to access Firefighter Certification and any other services you're authorized to use.

**Do I have to do this each time?** No, you only have to request access to Firefighter Certification once, and you only have to link it to your myNewJersey account once. Each time you need to use Firefighter Certification in the future, just use your myNewJersey ID and password to log in and you'll be taken to your Firefighter Certification information. Creating more than one myNewJersey account is unnecessary and will cause confusion for you later.



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Step 3:

The user is directed to the Portal Link page.

- 1. Request access to Firefighter Certification
- 2. Link your Firefighter Certification service to your myNewJersey account
- 3. Go to myNewJersey

Do you have a myNewJersey Logon ID?

- Yes
- No

Information for your new myNewJersey account

Pick a Logon ID  If you forget your ID or password later, we'll ask you the following question. If you answer it correctly, we'll send your ID or a new password to your email address.

Pick a password

Retype your password

Question you want us to ask

Your answer

First name  Email address

Last name  Retype your email address

Forgot the Logon ID to a myNewJersey account you already set up?  
If you created a myNewJersey Logon ID before but forgot what it is, we can send it to you by [clicking here](#). Don't create another logon ID.

[Create this new myNewJersey Account and Link Firefighter Certification To It](#)

More information:

**What is myNewJersey?** It's a system that uses a single ID to let you access many services. If you have a business, you can access taxes, permits, payments, and other information. If you're an employee, you can get pension and payroll information, and for many departments, access your email and other resources when you're not in the office.

**How does myNewJersey help me?** It lets you access all of your information without having to remember separate account IDs and passwords for each service. Plus, you only have to log in once each "session" (each time you need any one of the services). You can access any other service during that same session, without having to log in again.

**Why do I need myNewJersey to use the DCA Firefighter Certification system?** Firefighter Certification is the service that lets you access and manage your training certificate information. myNewJersey is the system that logs you in, or "authenticates" you, to be able to access Firefighter Certification and any other services you're authorized to use.

**Do I have to do this each time?** No, you only have to request access to Firefighter Certification once, and you only have to link it to your myNewJersey account once. Each time you need to use Firefighter Certification in the future, just use your myNewJersey ID and password to log in and you'll be taken to your Firefighter Certification information. Creating more than one myNewJersey account is unnecessary and will cause confusion for you later.



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Step 4a - New Portal Account:

If the user does not have an existing myNewJersey account, he is required to enter relevant details and create a new portal account. Help is available on this screen.

- 1. Request access to Firefighter Certification
- 2. Link your Firefighter Certification service to your myNewJersey account
- 3. Go to myNewJersey

Do you have a myNewJersey Logon ID?

- Yes
- No

Logon information about your existing myNewJersey account

Logon ID

Password

[Link Firefighter Certification to My Account](#)

**Forgot Your Logon ID?**

If you created a myNewJersey Logon ID before but forgot what it is, we can send it to you by [clicking here](#). Please don't create another logon ID.

**Forgot Your Password?**

If you have a myNewJersey Logon ID but forgot your password, we can reset it and send it to you by [clicking here](#).

**More information:**

**What is myNewJersey?** It's a system that uses a single ID to let you access many services. If you have a business, you can access taxes, permits, payments, and other information. If you're an employee, you can get pension and payroll information, and for many departments, access your email and other resources when you're not in the office.

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**Why do I need myNewJersey to use the DCA Firefighter Certification system?** Firefighter Certification is the service that lets you access and manage your training certificate information. myNewJersey is the system that logs you in, or "authenticates" you, to be able to access Firefighter Certification and any other services you're authorized to use.

**Do I have to do this each time?** No, you only have to request access to Firefighter Certification once, and you only have to link it to your myNewJersey account once. Each time you need to use Firefighter Certification in the future, just use your myNewJersey ID and password to log in and you'll be taken to your Firefighter Certification information. Creating more than one myNewJersey account is unnecessary and will cause confusion for you later.



Step 4b – Existing Portal Account:


If the user has an existing myNewJersey account, he is required to enter his username and password.

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
Welcome Paul Melohis [logout](#) | [change profile](#) | [enter authorization code](#) | [choose start page](#) | [content](#) | [layout](#) | [help](#)

DCA Applications 

[NJ Firefighters Certification](#)

Premier E-Business Services 

[Sign up for Premier E-Business Services](#)

myNJ.earthWatch 


[View NWS weather for: 08625](#)

**Air Quality:** Central Delaware Valley  
Current: **Good** Forecast: n/a

New Jersey Events

**Travel Guide**

[Locate Events](#) | [Travel & Tourism Home](#) | [Add an Event](#)


New Jersey Lottery   
Give Your Dreams A Chance™

The Powerball Jackpot for Saturday, 05/14/2011  
**\$ 81 million**

The Mega Millions Jackpot for Friday, 05/13/2011  
**\$ 27 million**

Pick 6 Lotto Jackpot for Thursday, 05/12/2011  
**\$ 2.2 million**

Jersey Cash 5 Jackpot for Thursday, 05/12/2011  
**\$ 140,000**

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Step 5:

The user is logged into his myNewJersey account and the [NJ Firefighters Certification](#) link is displayed. Click on this link to access the online Firefighter Course Registration system for the FFID that was used in the authentication process.

## myNewJersey Log On Page



New Jersey Home Page

### Log On to My New Jersey

Log On ID:

Password:

[Forgot your logon ID?](#)

[Forgot your password?](#)

[Sign up to become a member](#)

[Help](#)

Step 6:

If the user chooses to log out, he is presented with the log on screen.

The user must access the myNewJersey portal (nj.gov) and use the same account (same logon ID) for future access to the Firefighter Course Registration system.

## Authentication Code Already Granted

1. Request access to Firefighter Certification      2. Link your Firefighter Certification service to your myNewJersey account      3. Go to myNewJersey

### Firefighter Authentication - myNewJersey Link Screen

**Warning: This Firefighter ID has already been successfully granted access to the NJ Firefighter Certification service in the myNewJersey Portal**  
Please note that this is a one time process only and cannot be repeated.

To continue accessing the NJ Firefighter Certification via the myNewJersey Portal [<Click Here>](#) to login to the myNewJersey Portal.

If you believe that this message is in error, please contact the NJ Firefighter Role Manager or System Administrator for the DCA Firefighter Certification Program.

If you can't remember your myNewJersey Portal User ID or password, follow the Help link on the myNewJersey login page to get assistance.

Firefighter ID: **999999**  
Zip Code: **08626**

[Program Help](#)

Authentication is a one time process. If the user attempts to re-authenticate using credentials that have already been authenticated, the above screen will appear prompting the user to log into his myNewJersey account to access his information.



## Resume Authentication Process



If the authentication process was interrupted prior to submitting the portal information (steps 3 and 4), the user can re-enter the same FFID and zip code on the Firefighter Authentication screen (step 1). The screen will recognize that the authentication process was not completed and allow the user to resume the process. The user will press the Next Step button to return to the portal information screen with the same credentials.