Account Management

Register for an NSF Account to Begin Using FastLane and Research.gov

To submit proposals to the National Science Foundation (NSF) and conduct other award-related activities using NSF systems, you must have an NSF ID. You may only have one NSF ID. This ID is a unique numerical identifier assigned to users by NSF through the registration process outlined below. The NSF ID is yours for you to use no matter your affiliation(s) in the future. Follow the step-by-step process to create a new NSF account.

Step 1: Confirm you do not have an existing NSF account

- Access the NSF ID Lookup page to search for an existing NSF account.

- If you forgot your password for an established NSF account, click here to retrieve it. Note that your email address can only be associated with one NSF account. (only one NSF ID per person)

- If you do have an existing NSF account and you know your password, you can edit your account profile information by selecting the **"My Profile"** option located on the top right of Research.gov homepage. Click here for detailed information on **"My Profile"** functions.

- If you do not have an existing NSF account, proceed to Step 2.

Step 2: Access the Account Registration page

- Open Research.gov

- Click **"Register"** located at the top of the screen. (Figure 1)

Step 3: Create a new NSF account

- Input the requested account registration information (Figure 2)

Important Note: Your primary email address will be used for NSF account notifications including password resets. Please make sure you have ongoing access to this email account (e.g., Google email). It is critical that you have continued access to this email account, even if you were to ever change organizations.

- Check the boxes to confirm you are not a robot and that you are at least 13 years of age. (Figure 2)

- Click **"Save & Preview."** (Figure 2)

- Verify that your account registration information is correct on the Preview Account Registration screen and then click **"Submit."** (Figure 3)

- You will receive an Account Registration Confirmation on the screen. (Figure 4)

- Check the primary email account that you just used for two messages: one containing your new NSF ID and another containing your temporary password.

- Click **"Sign In"** on Research.gov and enter your new NSF ID and temporary password. (Figure 1)

- Follow the instructions to change your temporary password.

- You have successfully registered for a new NSF account!

Step 4: Add a New Role

- Now that you have an NSF account, you can add roles to your account profile. Click here for detailed instructions.

Figure 1

Figure 2

Figure 3

Figure 4