# FINCa.

# **Financial Professional Gateway**

#### **CREATING A FINPRO ACCOUNT**

The Financial Professional Gateway (FinPro) is a secure system for current and former registered representatives. Follow the steps within this guide to create a FinPro account to access your individual industry record and other compliance resources.

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### **Create Your Individual Account**

If you have self-enrolled for an exam or used certain FINRA systems, you already have an account. Skip ahead to create your FinPro profile. You only need to login and create your FinPro profile. Open a new internet browser window and go to <u>www.finra.org/finpro</u> then click on 'Log into FinPro" button link on the right rail of the screen.

On this screen Click Create Account Here

User ID o	or Personal Email
Enter L	ser ID or Email here
Passwore	3
Enter p	assword here
	View Password
certify the Privacy P	g "Accept and continue" or "Sign in with Google" at I have read, understood, and accepted the <u>olicy</u> and the FINRA <u>Entitlement Program Term</u>
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certify the Privacy P	at I have read, understood, and accepted the olicy and the FINRA <u>Entitlement Program Terms</u> ACCEPT AND CONTINUE

#### **Check for Existing Accounts**

To avoid creating a duplicate account, the process will check to ensure one with your credentials does not already exist in the system. Enter your date of birth, SSN and check the reCAPTCHA, then click on **continue**. If you choose to enter your CRD number instead, the system will redirect you to enter your SSN. You will not be able to proceed further and will need to contact us.

	Let's See if You Al	ready Have an Account	
Date of Birth*			
mm/dd/yyyy			
DOB must be 10 characters, fo MM/dd/YYYY.	ormat:		
Do you have a Social Security N	umber?		
• Yes O No			
Social Security Number		Re-enter Social Security Number	
#########		##########	
	Show		Show
I'm not a robot	reCAPTCHA Privacy - Terms		
CONTINUE			
	Already have	an account? <u>Log in.</u>	
	Forgot Use	r ID or Password?	
	If you need help, ple	ase contact (240) 386-4040.	

If you do not have a SSN, enter your CRD number, check the reCAPTCHA, then click on **continue.** 

Let's Se	e if You Already Have an Account
Date of Birth*	
mm/dd/yyyy	
DOB must be 10 characters, format: MM/dd/YYYY.	
Do you have a Social Security Number?	
Ves 💿 No	
CRD Number*	
CRD Number	
l'm not a robot	
CONTINUE	
А	lready have an account? <u>Log in.</u>
	Forgot User ID or Password?
lf you ne	eed help, please contact (240) 386-4040.

#### **Using Social Login**

Click on **Continue with Google** to use social login.

	CONTINUE WITH EMAIL
	e with Google option lets you use your Google create your FINRA individual account. You will
then be a option.	ble to login using the Sign in with Google

Note: The social login feature allows public/individual authenticated users who require an account to access FINRA's systems to register and log in using their existing Google account credentials. Social login makes the onboarding process easy and simplifies the authentication process by using user's existing Google account information and credentials.

#### **Using Your Email**

Click on **continue with email** to begin.



Complete the form, with your name, email address and a unique user ID of your choice, or you can click on **generate user ID**. You are encouraged to use a personal email you can access, regardless of employer/employment status, for your primary contact. Click on **Accept and Continue**.

* indicates required field.		
First Name *	Last Name *	t
First Name	Last Name	2
Personal Email *	User ID *	Generate User ID
Email	User ID	
I'm not a robot	reCAPTCHA Privacy - Terms	
By clicking "Accept and continue" c accepted the <u>Privacy Policy</u> and th		r that I have read, understood, and <u>Terms of Use</u> .

Your individual account has been created.



#### **FINRA Confirmation Email**

You will receive an email from noreply@finra.org with your user ID. Be sure to check your "spam" or "junk" email folders and add FINRA to your email client's safe sender list to ensure you receive future emails in your inbox.



### **Setting Your Personalized Password**

#### **Password Activation**

You will receive an email from noreply@finra.org to activate your password. Click on **Activate Password**.

[qaint] FINRA Entitlement Information/New Account - Password
N noreply@finra.org
Welcome to the FINRA Entitlement Program. The FINRA Entitlement System has created your account as requested.
You are required to create a new password by clicking on the Activate Password button below.
ACTIVATE PASSWORD Activate Password
*Note: The link will expire in 60 minutes. If the link has expired, contact the FINRA Support Center (see below for contact information).
For security reasons, your User ID has been sent in a separate email with login instructions.
<ul> <li>For questions, contact the FINRA Support Center at:         <ul> <li>Financial services professionals: (240) 386-4040</li> <li>All others/general public: (301) 590-6500</li> </ul> </li> </ul>
Please DO NOT reply to this email.

#### **Password Reset**

Complete the fields to reset your password, then select **Save**.

Reset Password	
User ID	
kjohn	
New Password	
	Show
Confirm New Password	
	Show
	041/5
CANCEL	SAVE

#### Log In

Your password has been reset, click on **Back to Log in** to create your FinPro profile.



# **Create Your FinPro Profile**

#### Log In

Enter your User ID or personal email and password, then click on **Accept and Continue**. You may also click on **Sign in with Google**.

Enter Use	r ID or Email here
Password	
Enter pas	sword here
certify that I Privacy Poli	Accept and continue" or "Sign in with Google" have read, understood, and accepted the cy and the FINRA <u>Entitlement Program Terms</u>
certify that I	have read, understood, and accepted the cy and the FINRA <u>Entitlement Program Terms</u>
certify that I Privacy Poli of Use	have read, understood, and accepted the cy and the FINRA <u>Entitlement Program Term</u>

#### **Security Questions and Answers**

Select your security questions and corresponding answers, then click on **Continue**.

ecurity Question 1	Answer to Question 1
In what city was your high school? (full name of city only) $\sim$	
ecurity Question 2	Answer to Question 2
What is the first name of the best man at your wedding? $\sim$	
ecurity Question 3	Answer to Question 3
In what city was your mother born? (Enter full name of city only) 🛛 🗸	

#### **Privacy Statement**

Read and acknowledge the FINRA Privacy Statement. You must click on **Agree** to continue.

FINRA Financial Professional Gateway Privacy Statement	
This Privacy Statement relates to the online information collection and use practices of the FINRA Financial Professional Gateway website, including any embedded forr applications. This Privacy Statement complements the full FINRA Privacy Policy and may be updated from time to time. Updates to FINRA's privacy policies will be poste and/or in the full FINRA Privacy Policy, as appropriate.	
To enable you to be employed in certain positions or participate in certain matters or opportunities in the securities industry in the United States, FINRA collects certain personal data from you for identity verification and regulatory purposes. Personal information may include your name, personal address, personal phone number, fing prints, employment history, business email address, and any other information that identifies or can be used to identify the person to whom such information pertains may use and share your personal information submitted via this Web site for regulatory purposes. In addition, FINRA may share your FinPro contact information with t where you are registered so they may verify you are able to receive important and required information.	ger . FINRA
This Web site is operated in the United States. The US may not have the same level of data protection as your home country. If you are located outside of the United St. please be aware that any information you provide to us will be transferred to the U.S. and subject to U.S. laws. By using our Web site, participating in any of our service or providing us with your information, you consent to this transfer of data. Additionally, by using our Web site, participating in any of our services and/or providing us v your information you also consent to the collection, transfer, manipulation, storage, disclosure and other uses of your information as described in this Privacy Stateme the FINRA Privacy Policy. As a regulatory organization, FINRA has an obligation to keep records, including FINPro data, for a minimum of five years in order to meet our regulatory requirements. If you do not consent to this Privacy Statement or our FINRA Privacy Policy, please do not use this Web site.	s and/ vith
By clicking the button below, I certify that I have read, understood, and accepted the CE Licensed Product End User Terms of Use and intend to form a binding agreem with FINRA on those terms without modification or amendment thereto.	ent
DISAGREE	REE

#### **Identifying Information**

Enter the additional information requested. Once you select **Yes**, enter your SSN, check the reCAPTCHA, then click on **Next** to proceed with the identity verification process.

e will need some additional information from you in order to complete your l	FinPro profile.	
et's find your Registration information		
ease provide the following identifying information.		
iter your Date of Birth *		
o you have a Social Security Number? 0		
Yes No		
	Re-enter Social Security Number*	
Yes No ocial Security Number*	Re-enter Social Security Number*	
ocial Security Number*		
ocial Security Number*		@ Vinw SSN
ocial Security Number*		⊛ View 55N
cial Security Number*		⊕ View SSN
cial Security Number*		œ View SSN

Note: If you have an SSN and choose to enter your CRD number, the system will redirect you to enter the SSN to proceed. If you choose not to enter the SSN you will need to contact the FINRA Support Center for assistance. You will not be able to proceed. If you do not have an SSN, you should select **No**, then enter your CRD number.

Complete the form to verify your identity, then click on **Next**.

To start, we need to collect your cu	rrent residential address for the identity verification	n.		
Personal Phone* 0	×	Business Phone*		
Residential Address Line 1*		Residential Address Line 2		
City*	State*	Postal Code*	Country*	
		*	United States	-

## **Identity Verification**

Click **Continue** to proceed.

<b>O</b>	<b>•</b>	0			
Complete Profile	Validate Account	Verify Identity			
I de métére Menificantiem					
Identity Verification					
You will now be asked to complete an online identity verification process powered by TransUnion <sup>tu</sup> , a nationally recognized identity verification service provider. Two types of verification may be used including one-time passcode or a knowledge based exam to verify your identity. FINRA does not store the questions generated by TransUnion <sup>tu</sup> or your responses.					
We strongly encourage you to review the Frequently Asked Questions about online registration, which provide greater detail about the identity verification process.					
Continue					

Once you have been verified you will have access and be redirected to your FinPro account dashboard.

### **FinPro Dashboard**

The dashboard will display your name and CRD number at the top left and your initials on the top right to confirm that it is your account.

FING	Financial Professional Gateway User (CRD#123456)	? 🧐 🧔 🧐
Custilitieure	Dashboard	
Cardinard Ny Institu Cardinard Cardinard Cardinard	My Tasks         Annual Regulatory Element CE       Required       Due on 11/5/2025         View Program Details       Complete your annual regulatory element continuing education courses to maintain the registrations that you hold.         2025 Assignments (5)       Link         Amended Rules 1210 and 1240: CE Transformation       Launch CE [2]         Information Protection       Launch CE [2]         Information Protection II       Launch CE [2]         Show 2 More Assignments V       Show 2 More Assignments V	Shortcuts Take Firm Element View US Print U4
		Continuing Education Reg Element CE Required ③ Incomplete
>	© 2020 FINRA All rights reserved   FINRA is a registered trademark of the Financial Industry Regulatory Authority. Inc.	Privacy   Legal 🛅 🕅

# **Required Profile Fields**

Field	Notes
First Name	Please provide your legal first name. This field must match the information provided on registration filings submitted by your firm.
Last Name	Please provide your legal last name. This field must match the information provided on registration filings submitted by your firm.
New User ID	Click the link to the right of this field to auto-generate a unique user id for your FinPro account.
	<b>Note:</b> User credentials created by an administrator at your firm for another FINRA system cannot be used with FinPro. If you created your own credentials for another FINRA system, you may be able to use them to log in to FinPro and then update your profile. Learn more on the <u>Request Access to FINRA Systems</u> page.
Do you have an SSN?	If you have a US SSN, you are required to answer Yes.
SSN	If you have a US SSN, you are required to provide it in this field. Do not enter any other national identification number or random digits. If you do not have a US SSN, select <b>No</b> , and this SSN field will transform into a mandatory CRD# field.
	Various errors may appear if the SSN provided on the Create Profile screen does not match information on file in other FINRA systems. Please contact FINRA if you receive an SSN error message that you cannot resolve.
CRD#	If you do not have a US SSN, you are required to provide your individual CRD# instead (see screenshot below). All FinPro users must have a CRD# assigned in order to access the system. If you hold or have held approved registrations, your CRD# will be listed on your <u>BrokerCheck</u> report. Contact your firm or the FinPro support team if you need assistance.
Date of Birth	Date of birth must be entered in the format MM/DD/YYYY.
	Various errors may appear if the date of birth provided on the Create Profile screen does not match information on file in other FINRA systems. Please contact FINRA if you receive an error message that you cannot resolve.
Residential Address <ul> <li>City</li> <li>State</li> </ul>	Current residential address information is required. If the system cannot confirm that the details provided in these fields are geographically accurate, you will be prompted to confirm the information before proceeding.
<ul><li>Postal Code</li><li>County</li></ul>	Please note that you should provide your current residential address, even if it has not yet been updated on your industry record. This information is used to verify your identity and finish creating your FinPro account.
Personal Phone	A personal phone number is also required and may be used to verify your identity while creating your FinPro account.
Business Phone	Please provide an appropriate business phone number.
Personal Email	Please provide a personal email address that you will maintain access to when not with a firm. This email address is used to create your account, complete password resets, and send important FinPro system notifications.