



Defense Security Service

National Industrial Security Program (NISP)

Central Access Information Security System

(NCAISS)

NCAISS Functionality Tutorial

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Purpose

The purpose of this tutorial is to provide high-level step-by-step instructions for creating an NCAISS account, associating an NCAISS account to a Common Access Card (CAC) or External Certificate Authority (ECA) certificate, and logging into NCAISS. After reviewing this tutorial you will be able to register your NCAISS account, associate your NCAISS account to your CAC or ECA, and login to NCAISS.

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NCAISS Account Creation

This use case describes the process undertaken by a new NCAISS user to create his/her NCAISS account. For a more detailed description of NCAISS account creation, please see the [NCAISS User Guide](#).



NCAISS Account Creation

Activities for NCAISS Account Creation

1. Navigate to <https://sso.dss.mil>.
2. NCAISS displays the NCAISS Disclaimer; select "I Accept" to proceed.
3. The unauthenticated NCAISS page is displayed; click "Register for an account" to proceed.
4. The NCAISS account request form is displayed; complete all required form fields, and click "Next."
5. A confirmation screen with the NCAISS Privacy Act Statement is displayed; review the user information, read and accept the terms of the privacy policy, and click "Register."
6. The NCAISS Solution automatically creates your account and notifies you via email.

Request a DSS Account

Complete form

Complete the following form to create your DSS account

First Name * Middle Name Last Name *

Use your organization assigned email address (e.g. dss.mil) when registering for an NCAISS account if you are acting on behalf of an organization when utilizing NCAISS.

Your Email Address * Confirm Email Address *

Password * Confirm Password *

Please answer at least 3 of the following questions.

| Question | Answer |
|--|----------------------|
| What is your Mother's Maiden Name? | <input type="text"/> |
| What is your Favorite Color? | <input type="text"/> |
| What was your First Car Model? | <input type="text"/> |
| What is your Place of Birth? | <input type="text"/> |
| What is your Favorite Movie? | <input type="text"/> |
| What is your First Child's Name? | <input type="text"/> |
| What was your High School Mascot? | <input type="text"/> |
| What is your Favorite Vacation Location? | <input type="text"/> |

Note, your password must meet the following criteria:

- Must be between fifteen (15) and thirty (30) characters long
- Cannot have two (2) consecutive characters from the same key
- Must begin with an alpha character
- Must have at least two (2) lowercase characters
- Must have at least two (2) uppercase characters
- Must have at least two (2) numeric characters
- Must have at least two (2) special characters

Click Next

* indicates a required field



NCAISS User Certificate Registration

The use case describes the Certificate Registration process that allows a new NCAISS user to associate their CAC or ECA certificate to their NCAISS account. For a more detailed description of NCAISS user certificate registration, please see the [NCAISS User Guide](#).



User Certificate Registration

Activities for NCAISS User Certificate Registration

1. NCAISS will return you to the unauthenticated NCAISS page; click “Register Certificate” to proceed.
2. Enter your NCAISS Account ID (supplied in the account creation email) and password set during the self-enrollment process, and click “Submit.”
3. Upon clicking submit, a pop-up box containing a list of digital certificates appears; select the appropriate certificate.
4. Enter your PIN.
5. If successful, a confirmation message displays informing you that your certificate was registered successfully.

NOTE: If you have closed your browser, then launch a new browser, navigate to <https://sso.dss.mil>, accept the NCAISS disclaimer, and select “Register Certificate,” and proceed to Step 2 above.

Home » CAC/ECA Register

Login to DSS Portal
CAC/ECA Login

Self Enrollment
Register for an account

Forgot your password?

Register CAC/ECA

Enter your Account ID and Password and click Submit to associate your CAC/ECA certificate with your account. You must have an account in order to register your CAC/ECA certificate.

Account ID: sl.aoadmin

Password:

Submit

Provide NCAISS Account ID and Password

FAQs

- ★ How to Setup Firefox to use ActivClient?
- ★ DSS Portal not loading in Firefox?
- ★ What is the DSS Portal?
- ★ What is the Single Sign-on?
- ★ How do I register for a DSS account?
- ★ How to reset your password?
- ★ How do I associate CAC/ECA with my account?
- ★ From where do I get an ECA certificate?
- ★ How do I log into DSS Portal using my CAC/ECA?
- ★ How can I find help?
- ★ CAC error message "Page cannot be displayed"?
- ★ See ALL FAQs



NCAISS Login

This use case describes the process of logging into NCAISS once a user's NCAISS account has been created and a certificate registered to the account. For a more detailed description of NCAISS login, please see the [NCAISS User Guide](#).



NCAISS Login

Activities for NCAISS Login

1. Select “CAC/ECA Login” on the unauthenticated NCAISS page. Note: You may or may not be asked to select your certificate and provide your PIN.
2. Once you have logged in, your NCAISS homepage will be displayed.

NOTE: If you have closed your browser, then launch a new browser, navigate to <https://sso.dss.mil>, accept the NCAISS disclaimer, select “CAC/ECA Login,” select the appropriate certificate, and enter your PIN.

Click Here

Defense Security Service Portal
National Industrial Security Program (NISP) Central Access Information Security System (NCAISS)

Click Here (with red arrow pointing to CAC/ECA Login button)

Login to DSS Portal

- CAC/ECA Login

Register CAC/ECA

- Register Certificate

Self Enrollment

- Register for an account

Threat Advisory

NTAS
NO ACTIVE ALERTS
www.DHS.gov/alerts
Read more

Links

DSS Applications

- ★ STEPP
- ★ OBMS
- ★ ISFD
- ★ Generate Password

FAQs

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- ★ DSS Portal not loading in Firefox?
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- ★ See ALL FAQs

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