# Account Registration

# From the CELS Login screen, click on the Create Individual Account link.

* The **Register for a Citizen Account** screen displays.

1. Complete the **Register for a Citizen Account** screen fields.

* Enter your personal information.
* Create a Username and Password (for use with Keystone Key).
  + Users may choose to use their email address as the Username. Check the checkbox “*Use email as Username*” without entering any username in the textbox field.

**Note:** ***Users should double check their User ID and email when creating their account to ensure correctness because it cannot be changed. Users should create a password that they are able to remember*.**

* Select your Security Questions and Answers.
* Review the **Terms and Conditions** and click the check box.

# Click the Register button.

* You will receive a **Success** message dialog box:

*“You have successfully registered your Citizen account for CELS. Click Login to be taken to login screen or click Back to CELS home page to return to the CELS home page.”*

1. Click the **Login** button.

* The **Keystone Key** screen displays.

1. Enter the login credentials you provided in the **Registration** screen.

* Enter your login ID and password.
* Click **Login**.

1. The CELS home page displays.

* For the first time login, the **Terms and Condition Page** displays on the **Home** page.
* You can now create or update your application.



**For further assistance on *Applicant Account Registration*, please refer to the Chatbot on the CELS Site,** [**www.pelican.state.pa.us/cels**](http://www.pelican.state.pa.us/cels)**.**