



ASIC
Australian Securities &
Investments Commission

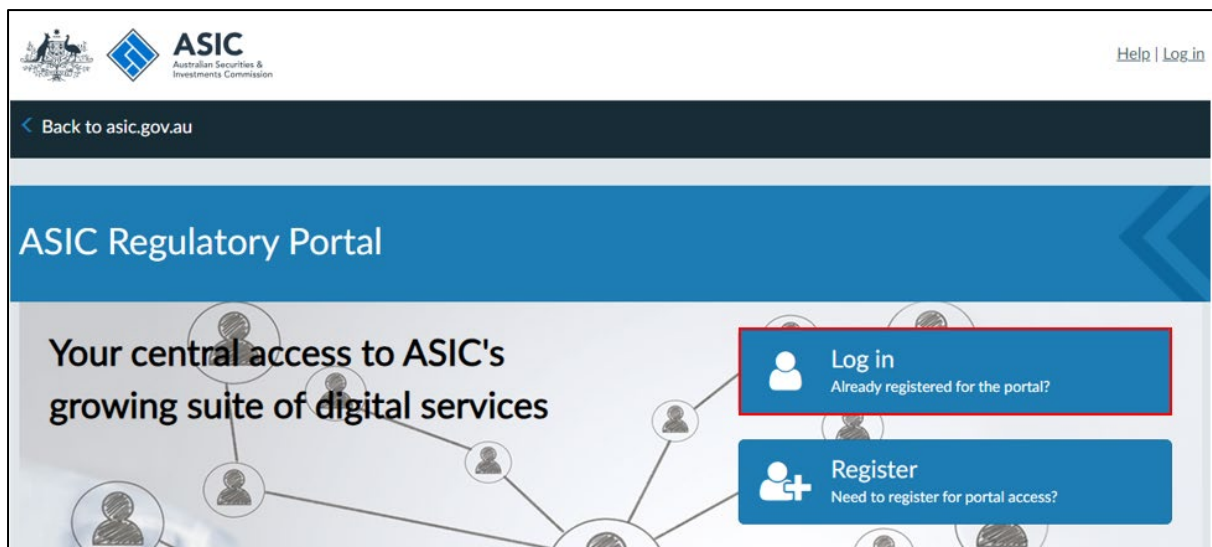
How to log in

ASIC Regulatory Portal user guide | Version 1.2, March 2024



You will need to first register a username and password before you can log in to the portal – see our [How to register](#) user guide.

1. Go to the [ASIC Regulatory Portal](#).
2. On the portal homepage, click **Log in**.



3. Enter your **Email (Username)** and **Password** in the text boxes on the right-hand side of the screen.

< Back to portal homepage

Welcome to the ASIC Regulatory Portal

If you haven't signed up for an account yet, please register for access to the portal.

You need to register even if you use our other online services, such as the AFS licensees, Liquidators and ASIC Connect portals.

[Already registered, but didn't receive your confirmation email?](#)

Register

Log In

Email (Username)

someone@example.com

Password

[Forgotten your password?](#)

Log in

4. Click **Log in**.

< Back to portal homepage

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5. Select an **entity** from your list of current connections to view information and perform tasks for the entity, or click **Connect to an entity** to add another entity connection.



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[Help](#) | [Log out](#)

[Back to portal homepage](#)



Select entity

Who would you like to represent?

Select an entity from the list below or click '+ Connect to an entity' to add another entity.

+ Connect to an entity

Current connections

Entity name	Entity type	ASIC identifier	Messages	Notices count
Test User (Myself)	Individual			

6. If you are logging into the portal for the first time, you must enter a **Key billing address** and provide the **Billing contacts**, **Official notices contact** and **Industry funding compliance contact**. Once you have entered these details, click **Submit**.

The screenshot shows the ASIC portal interface for a 'Test User'. The top navigation bar includes the ASIC logo, the user's name 'Test User', and links for 'Switch entity / Connect to another entity', 'Help', and 'Log out'. Below the navigation bar is a dark blue header with the title 'Enter billing address and contacts'. The main content area is white and contains several sections: a red-bordered box with instructions on entering billing details, a blue-bordered box for the 'Privacy Collection Notice', and three main sections for data entry: 'Key billing address' (with dropdowns for Country and Address), 'Billing contacts' (with a dropdown for Name and checkboxes for alternative email and portal user), and 'Official notices contact' (with a dropdown for Name). At the bottom, there is an 'Industry funding compliance contact' dropdown and a red 'Submit' button.



For security reasons, we recommend that you log out of the portal when you have completed your session. To log out of the portal, click **Log out**, which is displayed in the top right corner of the screen.

This screenshot shows the top navigation bar of the ASIC portal. It features the ASIC logo on the left, the user's name 'Test User' in the center, and links for 'Switch entity / Connect to another entity', 'Help', and 'Log out' on the right. Below the navigation bar is a dark blue header with the title 'Enter billing address and contacts'.