
Accessing PCIT for the First Time – Industry & Internal Users

The USDA APHIS Application website provides access to **PCIT (Phytosanitary Certificate Issuance and Tracking System)**. Logging into PCIT requires a login credential, either USDA eAuthentication or login.gov credentials. USDA is transitioning from USDA eAuthentication to login.gov ([more information here](#)). As of September 11, 2023, new users who need a login to USDA systems should utilize login.gov credentials. Existing users can use their USDA eAuthentication login. OR can transition to using login.gov credentials.

If you need additional help with obtaining login credentials, visit: [USDA Login Credentials Contact Us](#)

Please Note: Without valid login credentials, you will not be able to create your new PCIT account.

Below are the instructions to login to the PCIT application.

- If you login as an **Applicant, or State or Country Cooperator**, please follow the **Actions from One to Five**.
- If you login as an **PPQ staff or other APHIS stakeholder**, please follow the **Actions from Six to Seven**.

Action One: Logging into PCIT as an Applicant, or State or County Cooperator

1. Access the website <https://pcit.aphis.usda.gov/pcit/>.
2. Click **Log In**. The eAuthentication Login page displays.
3. Select Customer user type.
4. Login.gov will now be available for our customers doing business with USDA online. Choose one of the following paths:
 - a. Customers who don't have a have a Login.gov account can create one and link it to an existing eAuth account to retain relationships with USDA. Please proceed to **Action Two: Creating a Login.gov account**.
 - b. Customers who don't have an existing eAuth account to link with Login.gov can create a Login.gov account.
 - c. Customers who already have a Login.gov account, proceed to **Action Three: Linking your Login.gov account to PCIT**.
5. Once you link your Login.gov account to your eAuth account, you will use Login.gov for all future access to USDA eAuth-protected applications or continue using your eAuth User ID and password until the full transition date to Login.gov.

Action Two: Creating a Login.gov Account

Login.gov has step-by-step instructions here: <https://www.login.gov/help/get-started/create-your-account/>

1. Select Login.gov.
2. Click the **Create an account** button.
3. Enter your email address. Then click **Submit**. The Registration Email Sent page displays.

NOTE: State/County users should enter their "**official email addresses**".

4. Access your email and confirm the email address using the instructions provided on the **Login.gov – Confirm Email**. **NOTE:** The link in the email will expire soon.
 - a. Enter Password and click **Continue**. Authentication method setup page displays.
 - b. Using this multi-factor authentication method, add at least two different options in case you lose one of your methods.
 - c. Click **Agree and Continue**. Link with Login.gov displays. Choose below options to proceed.
 - i. Click **Yes** to link your existing USDA eAuth account with Login.gov. PCIT Home page displays.
 - ii. Click **No/Continue** without linking your existing USDA eAuth account. PCIT Initial

Please visit the [eAuth Login.gov](#) for [FAQs](#) information on Login.gov account registration or account issues

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Registrationpage displays. Proceed to **Action Three, step 2.**

Action Three: Linking Your New Login.gov Account to PCIT

1. On the eAuthentication Login page, select Customer as user type. Customer Login page displays.

Note: You are still allowed to use eAuthentication and enter your eAuth credentials to login in to PCIT.

2. Select Login.gov. Sign in page displays. Enter your Login.gov User ID and Password and click **Sign in**. Depending on the multi-factor authentication methods selected when you created the Login.gov credentials, you will be prompted to retrieve an authentication code. Enter the code and click **Submit**. Initial Registration page displays.
3. Now that you've accessed PCIT, you can create a new organization or join an existing one. PCIT is organization based, meaning that you will belong to an organizational group that can share data. At this point you can create a new organization or join an existing one. To join an organization, the organization administrator would have provided you a PIN. Make a selection based on the options below:
 - a. Creating a New Organization in PCIT – Proceed to Action Four.
 - b. Joining an Existing Organization in PCIT – Proceed to Action Five.

Action Four: Creating a New Organization in PCIT

1. To create a PCIT account for your organization, click the **Create Applicant Organization** button on the left.
2. The Registration Wizard – User Information page appears. Enter your Name and Phone, and then click **Next**.
3. The Registration Wizard – Choose a Path page appears. Select the Create a New Organization Account within PCIT option and click **Next**.
4. The Registration Wizard – Create New Organization page, enter your company's information and click **Submit**.
NOTE: Only one profile per applicant organization is needed. As the organization administrator, you are responsible for adding and maintaining other PCIT user accounts for your company or organization. When entering additional user accounts to your applicant organization, you should also designate at least one other user as an administrator.
5. The Registration Wizard – Create Successful page appears. Click **Continue** to start using PCIT.
6. Your Login.gov account is now synchronized with your organization's new PCIT account and you are now logged into the system.
7. The next time you access the PCIT website, simply enter your Login.gov User ID and password and enter authentication code click Submit. This will log you all the way into PCIT.

Action Five: Joining an Existing Organization in PCIT

1. Your organization's account administrator should provide you with a unique personal identification number (PIN) to connect to the organization's account. Under Option 2, enter this information and click **Join**.
2. Your Login.gov account is now synchronized with your organization's PCIT account, and you are now logged into PCIT.
3. The next time you access the PCIT website, simply enter your Login.gov User ID and password and enter authentication code and click Submit. This will log you all the way into PCIT.

For PCIT questions or further assistance,
contact the PCIT Help Desk
1-866-HLP-PCIT (457-7248) or pcithelpdesk@usda.gov

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Please follow the instructions below to login to PCIT as a **PPQ staff or other APHIS stakeholder**.

Action Six: Logging into PCIT as a PPQ staff or other APHIS stakeholder

1. Access the website <https://pcit.aphis.usda.gov/pcit/>.
2. Click **Log In**. The eAuthentication Login page displays.
3. Select USDA Employee/Contractor user type. USDA Federal Login page displays.
4. Select an Option to continue. Enter the authentication information, depending on the options you have selected on Federal login page. You are now logged into PCIT.

Action Seven: Joining PCIT

1. Access the website <https://pcit.aphis.usda.gov/pcit/>.
2. Select USDA Employee/Contractor user type. USDA Federal Login page displays.
3. Click Login and link your PIV/CAC or USDA Mobile Linc or USDA work account or eAuth to PCIT application. You are now logged into PCIT.
4. Please contact your Export Certification Specialists. They will need to add you in the PCIT and provide you with a unique personal identification number (PIN) or you can contact their backup. Once you login to PCIT, use the PIN Under Option 2, and click **Join**.
5. Your Federal Login credentials are now synchronized with your organization's PCIT account, and you are now logged into PCIT.
6. The next time you access the PCIT website, simply connect with your federal login credentials. This will log you all the way into PCIT.

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