

myClearance

Portal User Factsheet

The **myClearance Portal** is accessed by Chief Security Officers, Security Officers, Clearance Applicants and Clearance Holders to carry out their core security clearance vetting and maintenance activities. This includes submitting clearance nomination requests, completing clearance applications and notifying AGSVA of changes in circumstances.

The myClearance Portal is accessible via a web browser on a desktop, laptop or tablet screen.

To access myClearance, you will need



A compatible smart device to download the myID app



To create your [Digital ID](#) with at least a standard identity strength



Access to the [myClearance portal link](#) on the AGSVA site

First time login

1. Download the myID app to your compatible device, enter your details and verify your identity to create your Digital ID.
2. Visit the AGSVA home page to access the link to the myClearance Portal. Follow the prompts to complete the authentication process.
3. You will be redirected to myClearance to enter your personal details. This links your Digital ID to your profile in myClearance.
4. Finally, you will be prompted to log off myClearance, before logging back in to access your profile.

Subsequent logins

1. Visit the AGSVA home page to access the link to the myClearance Portal.
2. Select Continue with myID and follow the prompts to log in with your Digital ID.
3. When you receive the 4-digit code in your browser, log in to your myID app on your smart device to enter the code and verify your identity.
4. The myClearance Portal will match with your profile and log you in.

For more information about your myID or how the Australian Government Digital ID System works, contact:
digitalidentity@dtg.gov.au

If you experience any problems with myClearance please phone 1800 640 450 or email:
securityclearances@defence.gov.au

For information or support on Digital ID visit:
[Digital ID System](#)