

Access Indiana Account Creation

Click on this link: [DWD: Next Level Jobs - Employer Training Grant](#)



Next Level Jobs - Employer Training Grant

Next Level Jobs programs to include [early childhood education](#) and child care training through the state's Workforce Ready Grant and Employer Training Grant programs.

More than one million jobs must be filled in Indiana over the next 10 years. To help Hoosier employers fill these jobs, Indiana has created the Employer Training Grant (ETG), which reimburses employers who train, hire, and retain new or incumbent workers to fill in-demand positions within recognized job fields. The Employer Training Grant is available to help fill in-demand positions within six priority sectors. The grant will reimburse employers up to \$5,000 per employee who is trained, hired, and retained for six months, up to \$50,000 per employer.



[Apply for the Employer Training Grant](#) through the employer portal.



To see the eligible occupations for the ETG broken out by sector, [use this link](#).



Quality childcare starts with quality Preschool Teachers; [apply now to train them](#).

- Enter your email address and then click on Send Verification Code
- Access the email account associated with the address that was entered on the page to retrieve your verification code, then enter that code

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Sign Up: Email
Verify your Email Address to create your Access Indiana Account.

Email

[Send Verification Code](#) [Sign In Instead](#)

Sign Up for Access Indiana

1. Enter your email address and a code will be delivered. **This may take up to five minutes.**
2. Check your email in a new browser tab or window. **Do not leave this page or the code will not work.**
3. After receiving the code, enter and proceed to setting up a password and entering your personal information.

[Support](#) 1.13.7

- Create your password then click continue

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Sign Up: Password

Password

Confirm Password

ATTENTION: Your password is the key to your Access Indiana account and, like your offline life, you should be careful about who you give your keys to. If you share your Access Indiana password with anyone, even family members or coworkers, they may have access to all of your applications and information in Access Indiana.
[Hide this message](#)

[Continue](#) [Cancel](#)

Sign Up for Access Indiana

Password Requirements:

- Minimum 8 characters
- Lowercase character
- Uppercase character
- Digits (0-9)
- One or more of the following symbols: !@#\$%^&*~.-+=[]{}|\'":;?/\`~^~(){}.,

Additional Information:

For your protection, your password must be determined to not be simple enough to guess or frequently used in other systems.

[Support](#)

- Fill in the required fields above, then click on Create Account

The screenshot shows the 'Sign Up: Profile' form on the Access Indiana portal. The form includes fields for First Name, Middle Name (Optional), Last Name, Phone, and Organization Name (Optional). A green 'Create Account' button and a dark 'Cancel' button are at the bottom. To the right, a dark box contains the 'access INDIANA' logo and three numbered instructions: 1. Enter full middle name. 2. Use phone number for Two-Step Verification. 3. Identify business account. A 'Support' button is in the bottom right corner.

Sign Up: Profile

First Name Phone

Middle Name (Optional) Organization Name (Optional)

Last Name

Create Account →

Cancel ←

access INDIANA

Sign Up for Access Indiana

1. Please enter your full middle name, not an initial for it.
2. We use your phone number in Two-Step Verification if you choose to opt-in for added account security.
3. If this will be a business account, please identify the company that this account will be related to in **Organization Name**.

Support

- Make your desired selected above then click on continue

The screenshot shows the 'Sign Up: Two-Step Verification' form. It explains that Two-Step Verification adds an extra layer of security and asks if the user wants to enable it. Three options are provided: 'No, thanks.' (selected), 'Yes, using an authenticator app.', and 'Yes, using my phone number.' A green 'Continue' button is at the bottom. To the right, a dark box contains the 'access INDIANA' logo and text explaining the benefits of Two-Step Verification. A 'Support' button is in the bottom right corner.

Sign Up: Two-Step Verification

Make your account more secure by entering a unique code in addition to your password every time you sign in. **This is optional.**

Enable Two-Step Verification?

☒ No, thanks.

☐ Yes, using an authenticator app.

☐ Yes, using my phone number.

Continue →

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Two-Step Verification adds an extra layer of security to your account in case your password is stolen.

After you enable Two-Step Verification, you'll need to complete a second step during sign in by providing a verification code to prove it's you. The codes can be generated with an authenticator app or sent to a phone or email address.

Support

- Make your desired selected above then click on continue

The screenshot shows the 'Access Indiana - Portal' interface. On the left, a modal titled 'Sign Up: Recovery Email' asks if the user wants to add a recovery email. It includes a 'Continue' button. On the right, a dark modal titled 'Recovery Email Verification' lists three steps: 1. Enter email and code (5 minutes), 2. Check email in a new tab, 3. Enter code and set password. A 'Support' button is in the bottom right.

- Your account has now been created
- Going forward, when you log into the portal you'll be greeted with the Access Indiana login page. Once you log in, you'll then be redirected to the Employer Training Grant portal page

The screenshot shows the 'ACCESS INDIANA DASHBOARD' with sections for 'Current Notifications' (including 'Add More Security with Two-Step Verification' and 'Be prepared! Remember to Add a Recovery Email!'), 'Bookmarked Services' (showing no services), and 'Sign in to Recently Used Services'. On the right, the 'Your Profile' section shows fields for Name, Email, and Phone, followed by buttons for 'Set Up Account Security', 'Change Profile', 'Change Email Address', 'Add a Recovery Email', 'Change Phone', and 'Change Password'.