



**Service Driven**

**e-Services**  
Basic Driver  
Improvement  
Course (BDIC)-New  
Users



### Payments and Fees

Calculate Fees or Make Payments

- > [Pay Invoice](#)
- > [Pay Record Lookup Invoice](#)
- > [Registration Fee Calculator](#)
- > [Renewal Fee Calculator](#)
- > [Plate Transfer Fee Calculator](#)



### Notary Services

Notary Services

- > [Notary Application](#)
- > [Notary Public Search](#)



### IRP

Perform IRP related transactions.

- > [IRP Services](#)
- > [Trip Permits](#)



### Business Services

Apply for a variety of business services or manage your existing business accounts online.

- > [BAIID Manufacturers](#)
- > [Dealer Services](#)
- > [Driver Education and Testing Businesses](#)
- > [Lienholder and Provider Services](#)
- > [Repair Facility Services](#)



### Additional Services

Apply for select professional licenses and manage account and payment information for business accounts.

- > [Custodian Services](#)
- > [EFT Management & Miscellaneous](#)
- > [Fleet Services](#)
- > [Record Sales Services](#)
- > [Mechanic Services](#)
- > [Salvage Vehicle Inspector](#)

















### Law Enforcement

Request vehicle related documents.

- > [Replace a Bill of Sale \(TR-52L\)](#)
- > [Request Certificate of Scrapping \(TR-208\)](#)

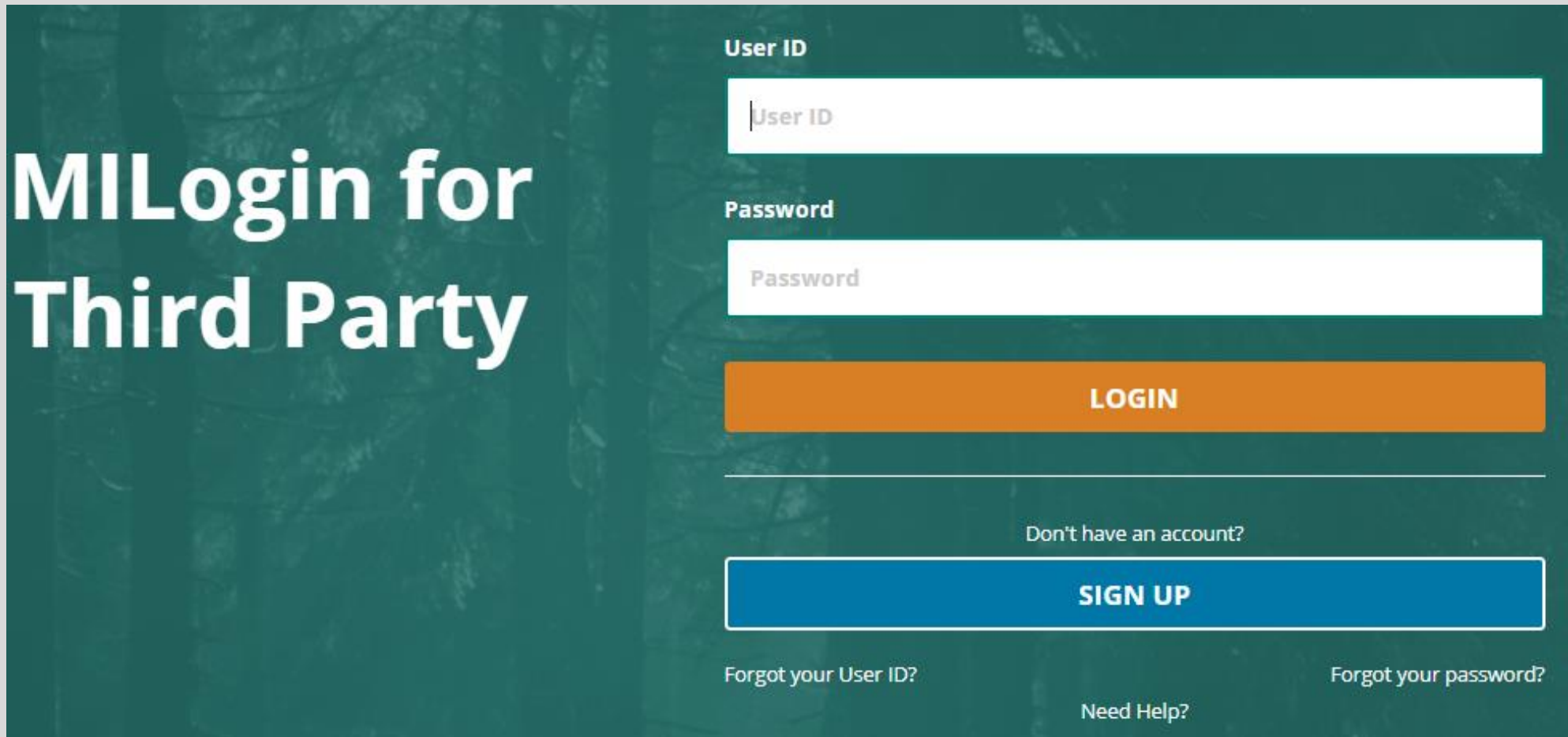
Navigate to the Michigan Department of State (MDOS) website to access CARS e-Services and select the **Driver Education and Testing Businesses** hyperlink.

Select the **BDIC Sponsor Login** hyperlink.

<b>Driver Education Instructors</b>	
 <a href="#">Instructor Login</a>	Login as a Drivers Education Instructor
 <a href="#">Apply</a>	Apply to be a Drivers Education Instructor
 <a href="#">Search Instructor</a>	Find a Drivers Education Instructor
<b>Driver Education Providers</b>	
 <a href="#">Provider Login</a>	Login as a Drivers Education Provider
 <a href="#">Apply</a>	Apply to be a Drivers Education Provider
 <a href="#">Search Classroom</a>	Find a Driver Education Classroom
 <a href="#">Search Provider</a>	Find a Drivers Education Provider
<b>Driver Testing Business</b>	
 <a href="#">Driver Testing Business Login</a>	Login for Driver Testing Businesses
 <a href="#">Search Driver Testing Business Locations</a>	Find a Driver Testing Business location
<b>BDIC Services</b>	
 <a href="#">BDIC Sponsor Login</a> 	Login for Basic Driver Improvement Course Sponsors
 <a href="#">Online BDIC Sponsors</a>	View a list of Online BDIC Sponsors
 <a href="#">BDIC Classrooms</a>	View a list of BDIC Classrooms
<b>MI-REP Sponsors</b>	
 <a href="#">MI-REP Sponsor Login</a>	Login for Motorcycle Rider Education Providers

You must have an account with the State of Michigan MILogin system.  
Select the **Sign Up** button if you **DO NOT HAVE** a “MILogin for Third Party” account.

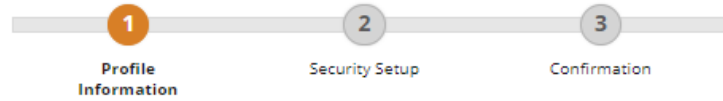
Enter your **User ID** and **Password** if you have a Third Party MILogin account (and skip to slide #7).



The image shows a login and sign-up interface for MILogin for Third Party. On the left, the text "MILogin for Third Party" is displayed in large white font against a dark teal background. On the right, there is a white form with the following elements:

- User ID** label above a white input field containing the placeholder text "User ID".
- Password** label above a white input field containing the placeholder text "Password".
- An orange **LOGIN** button.
- A horizontal line separator.
- The text "Don't have an account?" above a blue **SIGN UP** button.
- At the bottom, there are three links: "Forgot your User ID?", "Need Help?", and "Forgot your password?".

# Create Your Account



## Profile Information

Enter your profile information

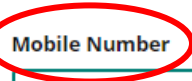
\* Required

* First Name	Middle Initial	* Last Name	Suffix
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

* Email Address	* Confirm Email Address
<input type="text"/>	<input type="text"/>

By providing an e-mail address, a new PIN can be sent to you to help with resetting a forgotten password.

* Work Phone Number	<b>Mobile Number</b>
<input type="text"/>	<input type="text"/>



By providing a mobile number, a text message can be sent to you to help with resetting a forgotten password.

\* Verification Question: Which word from list "carload, exact, assail, portfolio" contains the letter "p"?

I agree to the terms & conditions.

NEXT

RESET

Enter your profile information as prompted. Fields with a red asterisk are required.

## Security Setup

Provide user id and password information to complete your profile

\* Required

\* User ID

\* Password

\* Confirm New Password

**User ID Guidelines:**

- Enter your last name, first initial, and any 4 numbers with no space between them. For Example: John Smith and using 9999 as an example for the four digit number, you would enter smithj9999.
- User ID cannot contain space.

**Password Guidelines:**

- Must be at least 8 characters in length
- Must include characters from 3 of the following categories:
  - Upper case letters (A-Z)
  - Lower case letter (a-z)
  - Numbers (0-9)
  - Special characters (!\$#,%@~^&\* \_+=><)
- Should not be one of the last 3 used passwords
- Should not be based on your User ID

\* Security Options

To choose your preferred password recovery method(s), please click on the buttons below. Multiple options can be selected.

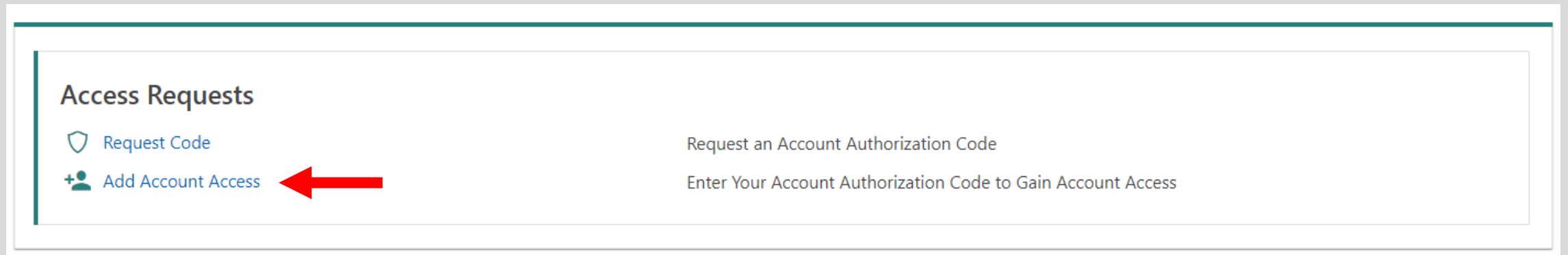


CREATE ACCOUNT




BACK

Enter your security setup information and follow the screen prompts. Make sure to follow all of the security guidelines carefully.

To continue, you must have your *authorization code*. If you do not have one, communicate with the Authorized Requester/Account Manager to obtain an access code. Select the **Add Account Access** hyperlink.



**Access Requests**

-  [Request Code](#)
-  [Add Account Access](#) 

Request an Account Authorization Code

Enter Your Account Authorization Code to Gain Account Access

Enter your authorization code that you received by email or mail and then select the **Next** button.

< Account Access Options

Add Account Access

Access

Authorization Code

Authorization Code

Enter your account authorization code

User ID: BDIC

Account Authorization Code

\_\_\_\_\_

Cancel

< Previous **Next** >



Add Account Access

Access

Authorization Code

Account Info

Account Info

🛡️ Logon Information

**User ID:** BDIC

📝 Enter your account information

Enter your BDIC ID \*

*Required*



Enter the account address zip code \*

*Required*



Cancel

< Previous

Next >

Enter your **BDIC ID**  
and the business **ZIP Code**.

Make sure to agree to the **Terms & Conditions** by selecting the checkbox or you won't be able to continue.

< Account Access Options

### Add Account Access

**Access**

- Authorization Code
- Account Info

**Account Info**

- Email

### Email

Email for Notifications

You will be notified via email when new messages are posted to your account(s).

Email Address: testemail@testemail.com      Confirm Email Address: testemail@testemail.com

Access Terms Agreement

I Agree to the Access Terms & Conditions \*

Cancel      < Previous      Next >

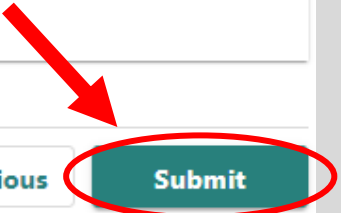
If all of the information is correct, select the **Submit** button.

< Account Access Options

Add Account Access

<b>Access</b>	Username : BDIC
Authorization Code	Action : Adding Account Access
Account Info	Account Type : BDIC Sponsor
<b>Account Info</b>	E-Mail Address : testemail@testemail.com
Email	
Summary	

Cancel < Previous **Submit**



Congratulations, you have reached your CARS e-Services business account “springboard.” This is where you will view and manage your business accounts associated with the Michigan Department of State. Always remember to log off when you are finished.

**BDIC**  
\*\*\_\*\*\*5644  
7064 CROWNER DR  
DIMONDALE MI 48821-5003 EATON COUNTY

**Welcome, John Doe**  
[Manage My Profile](#)

**Request Access**

<a href="#">Request Code</a>	Request an Authorization Code
<a href="#">Add Account Access</a>	Use an Authorization Code to Add Account Access

[Summary](#) [Action Center](#) [Settings](#) [More...](#)

**BDIC Sponsor**  
BDIC  
7064 CROWNER DR  
DIMONDALE MI 48821-5003 EATON COUNTY

**Account**  
Q8795

- > [View EFT Reports](#)
- > [Check Driver Eligibility](#)
- > [Submit Course Results](#)
- > [Manage Bank Account](#)
- > [More...](#)