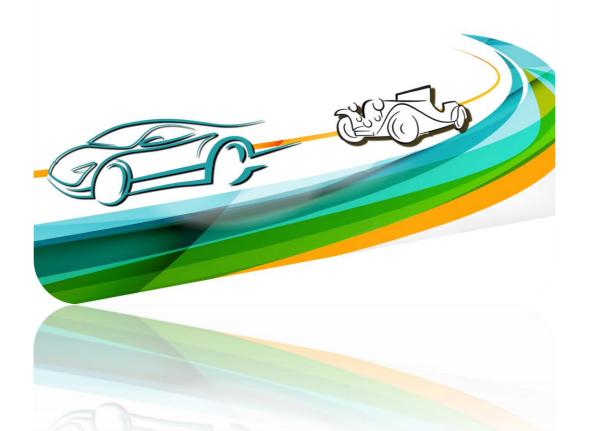
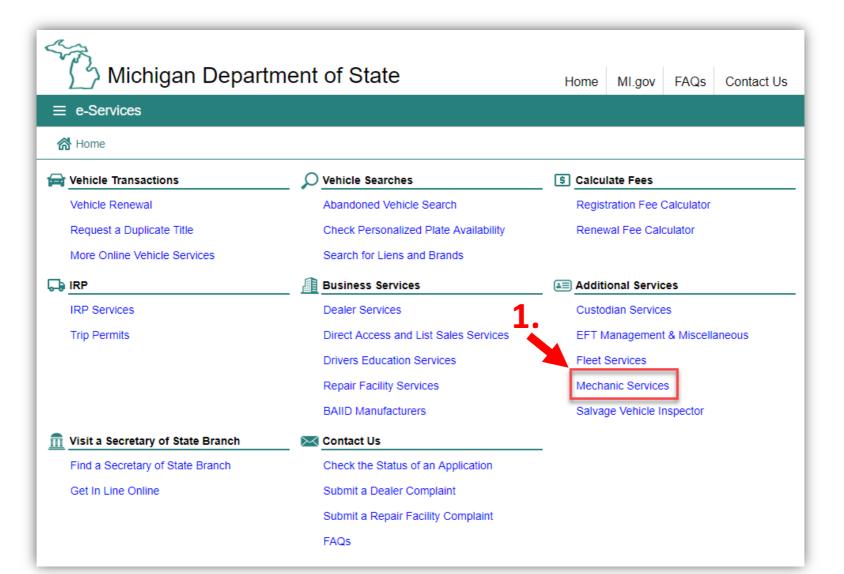
CARS e-Services A new era begins

Michigan Secretary of State – Here to serve you



Mechanic Authentication

Use the hyperlink in the letter or email you received from the Secretary of State's Office to connect with CARS e-Services and select "Mechanic Services."



Select "Mechanic Login."



■ Mechanic and Mechanic School Services

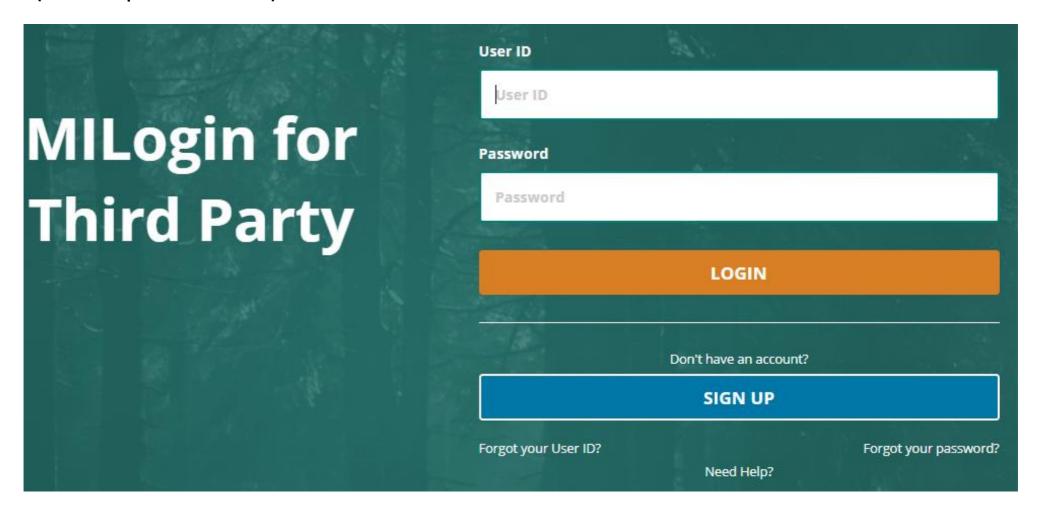
Mechanic School Login

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Login as a Mechanic School

You must have an account with the state of Michigan MILogin system. Select "SIGN UP" 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).



Create Your Account



Profile Information

Enter your profile information		
* Required		
First Name	Middle Initial	*Last Name Suffix
Email Address		*Confirm Email Address
By providing an e-mail address, a r	new PIN can be sent to you to help with i	resetting a forgotten password.
*Work Phone Number		Mobile Number
		By providing a mobile number, a text message can be sent to you to help with resetting a forgotten password.
Verification Question: Which wor	d from list "carload, exact, assail, por	tfolio" contains the letter "p"?
☐ I agree to the terms & condition	ns.	
_		
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

Enter a User ID

* Password

Enter password



Confirm password



- 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 smith 19999.
- . 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

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

*Security Options



×

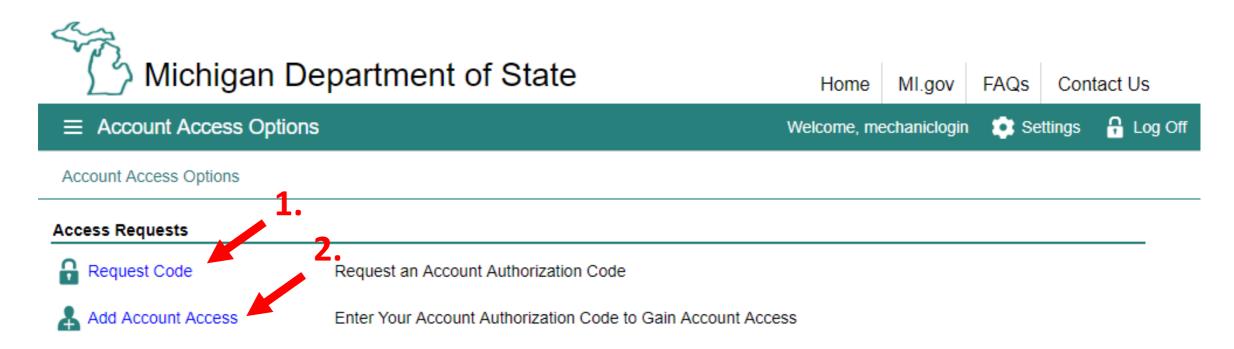
nd recovery method(s), please click on the buttons below. Multiple options can be selected.

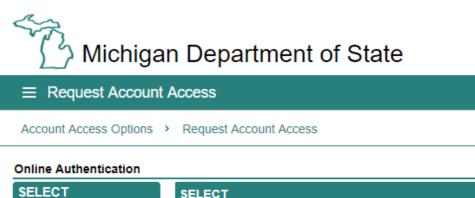






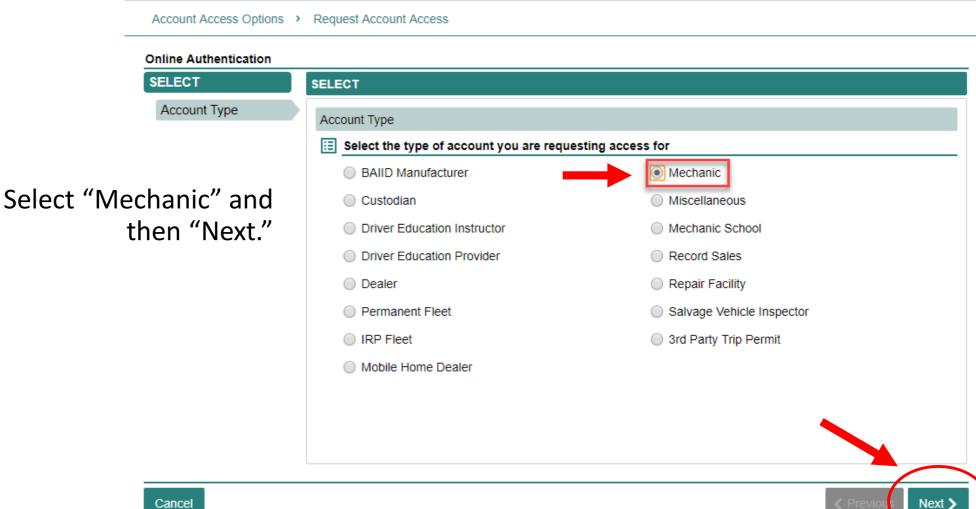
- 1. Select "Request Code" if you do not have an authorization code. The authorization code allows you to access your CARS e-Services account.
- 2. If you already have your authorization code, select "Add Account Access" and skip to slide #14.





Account Type

Cancel

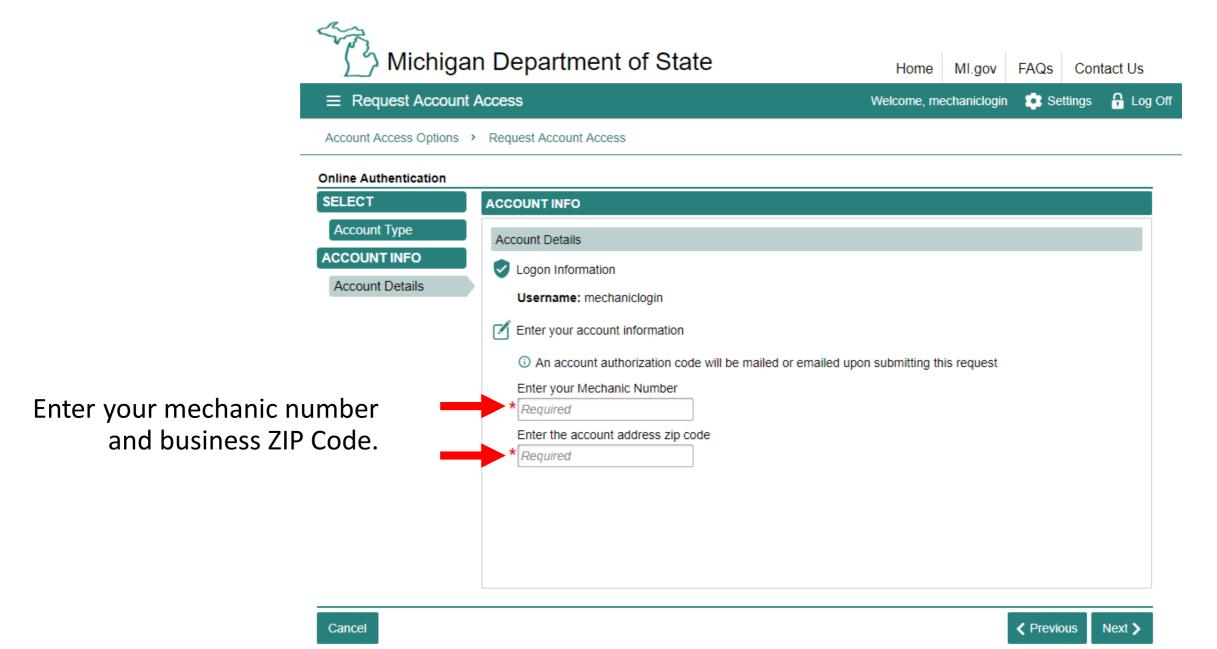


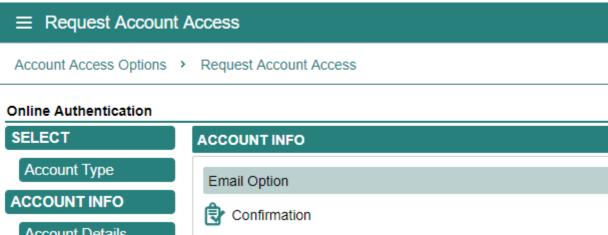
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Settings

Welcome, mechaniclogin

Compare the co





Account Details

① The email address on record is E************L@EMAIL.COM
Would you like to receive your authorization code by email?
Yes No

Mailing Details
① The token will be mailed to the address on record

■ Request Account Access

Account Type

ACCOUNT INFO

ACCOUNT INFO

Account Details

Email Option

The email address on record is E********L@EMAIL.COM

Would you like to receive your authorization code by email?

Yes No

Account Access Options > Request Account Access

Online Authentication

Indicate if you would like to receive your authorization code by email or mail and confirm your decision when prompted.



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■ Request Account Access

Welcome, mechaniclogin





Account Access Options > Request Account Access

Online Authentication

SELECT

Account Type

ACCOUNT INFO

Account Details

Email Option

Summary

SUMMARY

Username : mechaniclogin

: Requesting an Account Authorization Code Action

Account Type : Mechanic

Account Number : Z123456

Notice : The account authorization code necessary for granting you online access will

be mailed to your address on file.

Select "Submit."



Cancel





Contact Us Home Ml.gov

≡ Confirmation

Welcome, mechaniclogin



Compare the co

Account Access Options > Request Account Access > Confirmation



Confirmation

Your submission has been submitted and your confirmation number is 0-000-021-028.

Printable View

OK



Select "OK."

To continue, you must have your authorization code. Choose "Add Account Access."



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Compare the second of the

Account Access Options

Access Requests



Request Code

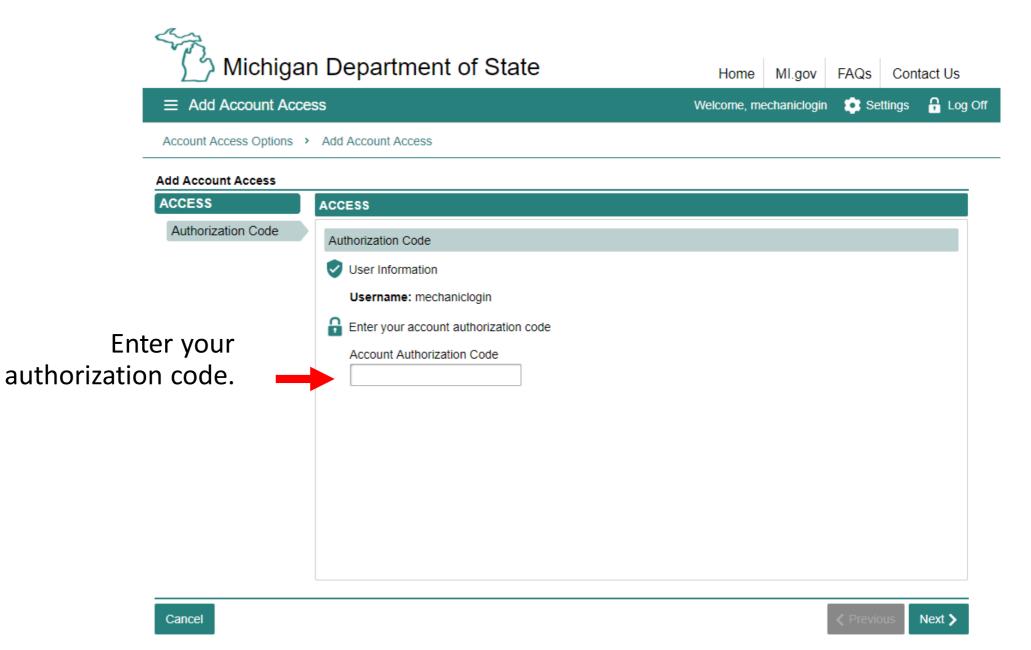


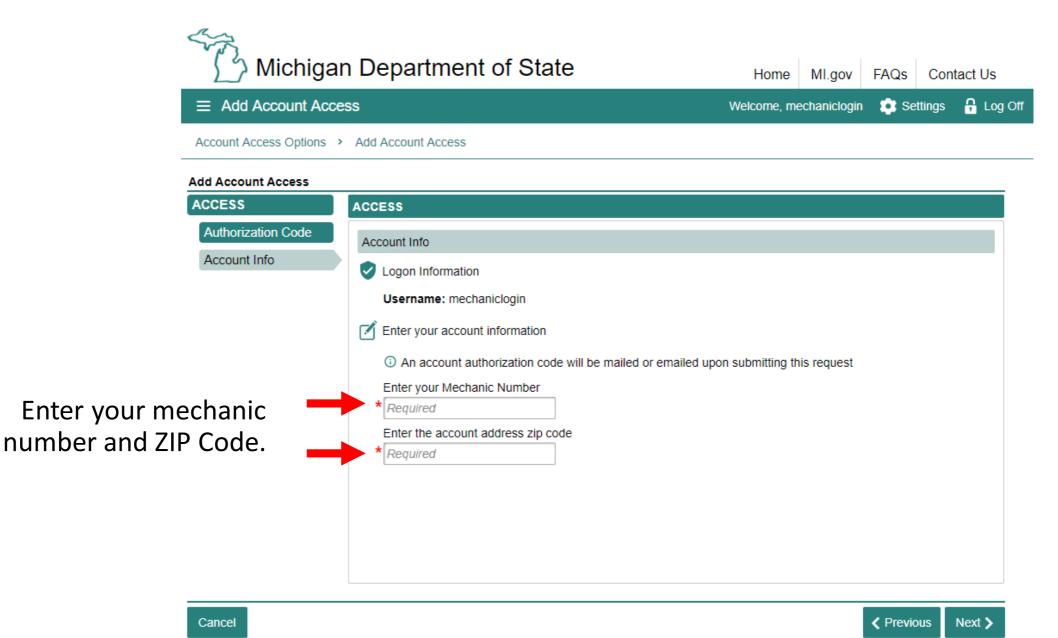
Request an Account Authorization Code



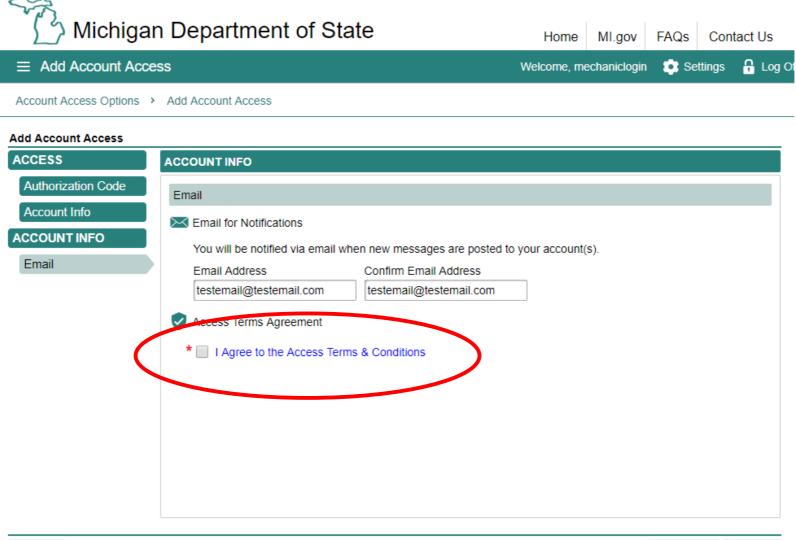
Add Account Access

Enter Your Account Authorization Code to Gain Account Access





Make sure to agree to the "Terms & Conditions" by selecting the check box or you won't be able to continue.



Cancel

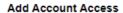


Home MI.gov FAQs Contact Us

Welcome, mechaniclogin

Settings

Log Off



ACCESS

■ Add Account Access

Account Access Options > Add Account Access

Authorization Code

Account Info

ACCOUNT INFO

Email

Summary

SUMMARY

Username : mechaniclogin

Action : Adding Account Access

Account Type : Mechanic

E-Mail Address : testemail@testemail.com

If all of the information is correct, select "Submit."

Cancel



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 Secretary of State's Office. Always remember to log off when you are finished.

