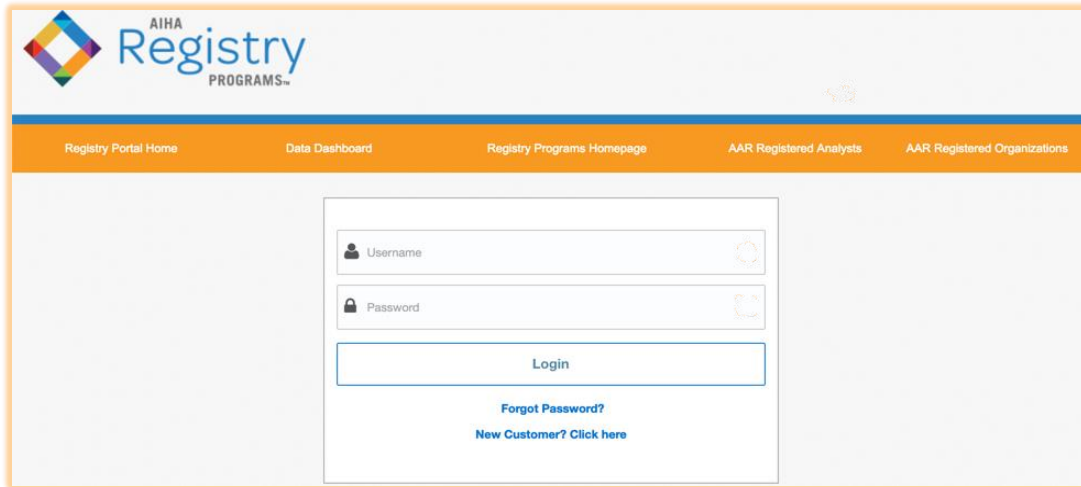


## Registry Portal Login

The Registry Portal location is: <https://online-reg.aiha.org/regssa>

Note, your AAR organization ID and AAR analyst ID are no longer required to enter the portal, however a unique Username and Password are required.



### To Log In to the Registry Portal:

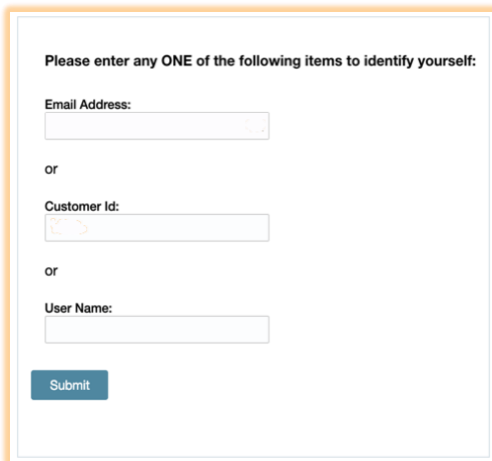
Enter your Username and Password and click Login.

#### User Name Help

Your username is generally your first initial and last name, i.e., alyst for Annie Lyst. However, there are exceptions as the system will not allow duplicate usernames. If you do not know your User Name, please email [registries@aiha.org](mailto:registries@aiha.org) including your organization and analyst ID, if known, and it will be sent to you.

#### Password Help

If you do not remember or have never set your password, click the [Forgot Password?](#) link. Enter one of the requested identifiers and click **Submit**. Upon submitting a correct identifier, you will be directed to the email confirmation page; click **Submit** and an email with instructions for setting/changing your password will be sent. View the [Setting Your Password Guide](#) for further instructions.



#### Identifiers:

**Email Address:** you must enter the email address in our system, if you do not have an email set, email [registries@aiha.org](mailto:registries@aiha.org) so that we can enter it into your profile.

**Customer Id:** Analysts your ID is your AAR analyst ID number. Analyst IDs assigned prior to January 2019 are 4 digit numbers; analyst IDs assigned January 2019 or later are 6 digit number.

AAR, AAT and Billing contacts, who are not AAR analysts, email [registries@aiha.org](mailto:registries@aiha.org) for your new **Customer Id**. Your organization ID will not work for this identification.

**User Name:** email [registries@aiha.org](mailto:registries@aiha.org) if you do not know your User Name.

**Please contact us if you encounter any issues.**

