

corppass



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SINGAPORE



A Guide for Sub-Admins, Enquiry Users & Users: Activate Corppass Account

This guide contains the following sections:

FOR NRIC / FIN USERS

FOR FOREIGN ID USERS

FOR NRIC / FIN USERS

Activate User Account – NRIC/FIN Users

Step 1

Step 2

Step 3

- Under 'Services', select 'Activate Corppass Account' from the dropdown menu.

The screenshot shows the Corppass website interface. At the top, there is a navigation bar with 'Home', 'About Us', 'Services', and 'Help'. A 'Log In with Singpass' button is visible on the right. The 'Services' dropdown menu is open, and the 'Activate Corppass Account' option is highlighted with a red box. Below the navigation bar, there is a 'Welcome' section with a 'Register as a Corppass Admin' button. At the bottom, there are three role-based buttons: 'I am the Registered Officer', 'I am the Admin', and 'I am a User'.

Activate User Account – NRIC/FIN Users

Step 1

Step 2

Step 3

- You will land on the 'Activate Corppass Account' page. You may choose to activate your account via 'Reference ID' or 'Entity Registration No.'

Home / Activate Corppass Account

Activate Corppass Account

1 Enter Details 2 Review & Submit

Activate using:

Reference ID Entity Registration No. ← **Option B**

* - denotes mandatory fields

Reference ID* ⓘ

Please type the verification code*
(Code is case-insensitive and excludes spaces)

376490

Activate User Account – NRIC/FIN Users

Step 1

Step 2 (Option A)

Step 3

- To activate with 'Reference ID', enter the Reference ID that was provided in the email notification you received during account creation.

Home About Us Services Help Login

Home / Activate Corppass Account

Activate Corppass Account

1 Enter Details 2 Review & Submit

Activate using:

Reference ID Entity Registration No

* - denotes mandatory fields

Reference ID*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

376490

Cancel Next

Activate User Account – NRIC/FIN Users

Step 1

Step 2 (Option A)

Step 3

- Enter the verification code displayed on the screen, then click 'Next' to proceed.

Home / About Us / Services / Help Login

Home / Activate Corppass Account

Activate Corppass Account

1 •••• 2
Enter Details Review & Submit

Activate using:
 Reference ID Entity Registration No
*- denotes mandatory fields

Reference ID*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

3 7 6 4 9 0

Activate User Account – NRIC/FIN Users

Step 1

Step 2 (Option B)

Step 3

• Alternatively, you may choose to activate with 'Entity Registration No.'

Home About Us Services Help Login

Home / Activate Corppass Account

Activate Corppass Account

1 Enter Details 2 Review & Submit

Activate using:

Reference ID Entity Registration No

* - denotes mandatory fields

Reference ID*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

3 7 6 4 9 0

Cancel Next

Select the 'Entity Registration No.' option.

Activate User Account – NRIC/FIN Users

Step 1

Step 2 (Option B)

Step 3

- Choose 'UEN' or 'Foreign Entity' from the dropdown menu, then enter your 'Entity Registration No.'

Home / Activate Corppass Account

Activate Corppass Account

1 Enter Details 2 Review & Submit

Activate using:

Reference ID Entity Registration No

* - denotes mandatory fields

Entity Registration Number* ⓘ **Dropdown menu** **Enter your Entity Registration No.**

NRIC / FIN / Foreign ID No.* ⓘ

Please type the verification code* ⓘ
(Code is case-insensitive and excludes spaces)

376490

Cancel Next

Activate User Account – NRIC/FIN Users

Step 1

Step 2 (Option B)

Step 3

• Enter your 'NRIC', 'FIN', or 'Foreign ID' number.

Home About Us Services Help Login

Home / Activate Corppass Account

Activate Corppass Account

1 Enter Details 2 Review & Submit

Activate using:
 Reference ID Entity Registration No
* - denotes mandatory fields

Entity Registration Number*

NRIC / FIN / Foreign ID No.*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

3 7 6 4 9 0

Cancel Next

← Enter your ID number

Activate User Account – NRIC/FIN Users

Step 1

Step 2 (Option B)

Step 3

- Enter the verification code displayed on the screen, then click 'Next' to proceed. You will be redirected to Singpass to verify your identity.

Home / Activate Corppass Account

Activate Corppass Account

1 ●●●● 2
Enter Details Review & Submit

Activate using:
 Reference ID Entity Registration No
* - denotes mandatory fields

Entity Registration Number* UEN

NRIC / FIN / Foreign ID No.*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

3 7 6 4 9 0

Activate User Account – NRIC/FIN Users

Step 1

Step 2

Step 3

- After verifying your identify on Singpass, you will receive a confirmation message, which indicates that your account has been activated.

The screenshot shows the Corppass user interface. At the top, there is a navigation bar with links for Home, About Us, Services, and Help. On the right side of the navigation bar, there is a Login button with a user icon and a search icon. Below the navigation bar, the breadcrumb trail reads "Home / Activate CorpPass Account". The main content area features a large green checkmark icon on the left, followed by the text "Your Corppass user account has been activated." and "You will receive an email notification." Below this, there is a section titled "Next Step" with a lock icon and the text "Log in to view your assigned e-Services." At the bottom center, there is a blue button labeled "Proceed to Homepage".

FOREIGN ID USERS

Activate User Account – Foreign ID Users

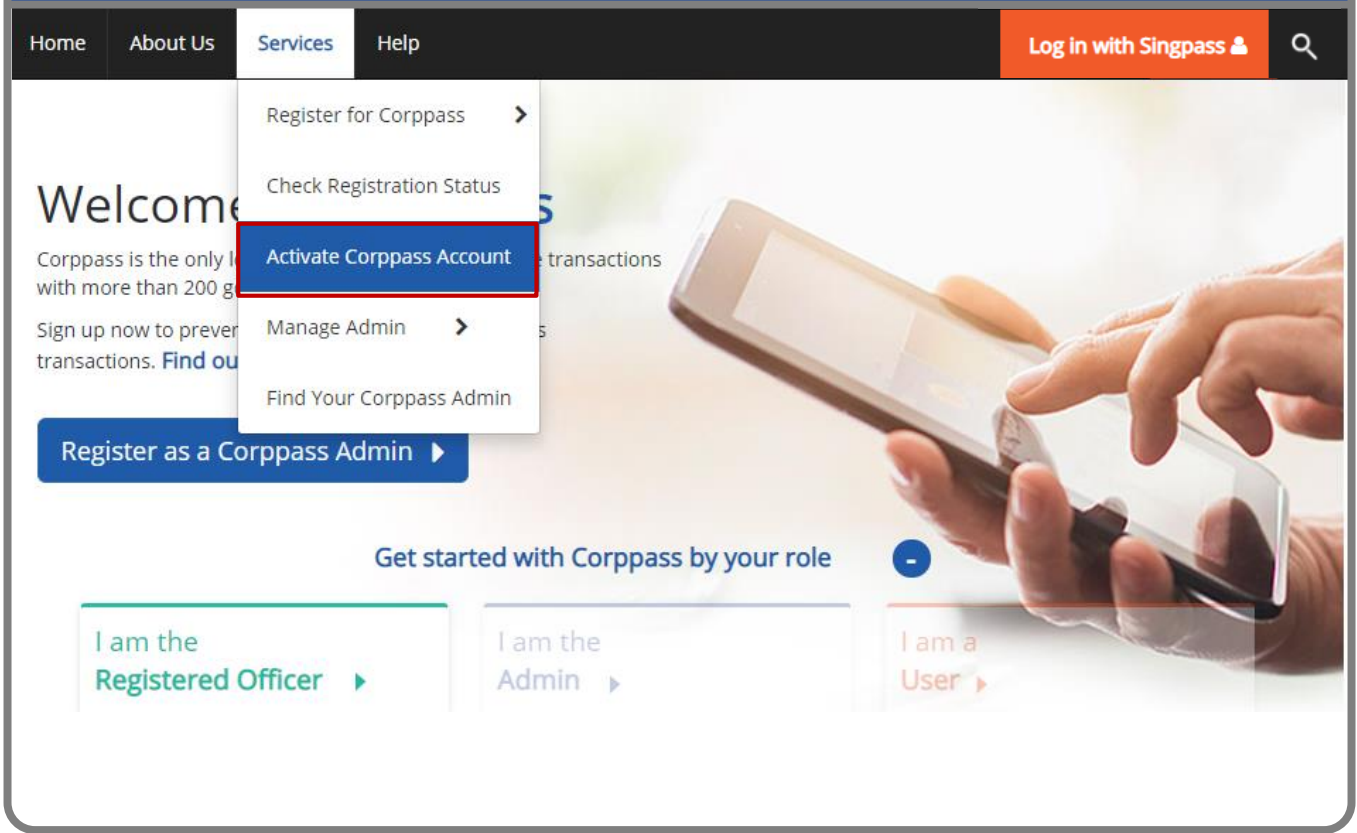
Step 1

Step 2

Step 3

Step 4

- Under 'Services', select 'Activate Corppass Account' from the dropdown menu.



Activate User Account – Foreign ID Users

Step 1

Step 2

Step 3

Step 4

- You will land on the 'Activate Corppass Account' page. You may choose to activate your account via 'Reference ID' or 'Entity Registration No.'

Home / About Us / Services / Help **Login**

Home / Activate Corppass Account

Activate Corppass Account

1 **Enter Details** ••••• 2 **Review & Submit**

Activate using:

Reference ID Entity Registration No. **Option B**

* - denote mandatory fields

Reference ID*

Please type the verification code*

(Code is case-insensitive and excludes spaces)

Activate User Account – Foreign ID Users

Step 1

Step 2 (Option A)

Step 3

Step 4

- To activate with 'Reference ID', enter the Reference ID that was provided in the email notification you received during account creation.

Home / Activate Corppass Account

Activate Corppass Account

1 Enter Details 2 Review & Submit

Activate using:

Reference ID Entity Registration No

* - denotes mandatory fields

Reference ID*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

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Select the
'Reference
ID' option.

Activate User Account – Foreign ID Users

Step 1

Step 2 (Option A)

Step 3

Step 4

- Enter the verification code displayed on the screen, then click 'Next' to proceed.

Home About Us Services Help Login

Home / Activate Corppass Account

Activate Corppass Account

1 ● ● ● ● 2
Enter Details Review & Submit

Activate using:
 Reference ID Entity Registration No
* - denotes mandatory fields

Reference ID*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

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Cancel **Next**

Activate User Account – Foreign ID Users

Step 1

Step 2 (Option B)

Step 3

Step 4

• Alternatively, you may choose to activate with 'Entity Registration No.'

Home About Us Services Help Login

Home / Activate Corppass Account

Activate Corppass Account

1 2

Enter Details Review & Submit

Activate using:

Reference ID Entity Registration No.

* - denotes mandatory fields

Reference ID* ?

Please type the verification code*
(Code is case-insensitive and excludes spaces)

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Cancel Next

Select the 'Entity Registration No.' option.

Activate User Account – Foreign ID Users

Step 1

Step 2 (Option B)

Step 3

Step 4

- Choose 'UEN' or 'Foreign Entity' from the dropdown menu, then enter your 'Entity Registration No.'

Home / Activate Corppass Account

Activate Corppass Account

1 Enter Details 2 Review & Submit

Activate using:

Reference ID Entity Registration No

* - denotes mandatory fields

Entity Registration Number*

NRIC / FIN / Foreign ID No.*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

3 7 6 4 9 0

Cancel Next

Activate User Account – Foreign ID Users

Step 1

Step 2 (Option B)

Step 3

Step 4

• Enter your 'NRIC', 'FIN', or 'Foreign ID' number.

Home About Us Services Help Login

Home / Activate Corppass Account

Activate Corppass Account

1 Enter Details 2 Review & Submit

Activate using:
 Reference ID Entity Registration No
* - denotes mandatory fields

Entity Registration Number*

NRIC / FIN / Foreign ID No.*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

3 7 6 4 9 0

← Enter your ID number

Activate User Account – Foreign ID Users

Step 1

Step 2 (Option B)

Step 3

Step 4

- Enter the verification code displayed on the screen, then click 'Next' to proceed.

Home / About Us / Services / Help Login

Home / Activate Corppass Account

Activate Corppass Account

1 •••• 2
Enter Details Review & Submit

Activate using:
 Reference ID Entity Registration No
* - denotes mandatory fields

Entity Registration Number* UEN

NRIC / FIN / Foreign ID No.*

Please type the verification code*
(Code is case-insensitive and excludes spaces)

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Activate User Account – Foreign ID Users

Step 1

Step 2

Step 3

Step 4

- Enter the OTP that you receive in your registered email. Click 'Next' to proceed.

Home / Activate Corppass Account

Activate Corppass Account

Enter Details • • • • **2** OTP Verification

A One-Time Password (OTP) has been sent to your registered email: siewwongkah@mailinator.com

Email OTP*

Did not receive an email within 1 minute?
[Resend email OTP](#)

Activate User Account – Foreign ID Users

Step 1

Step 2

Step 3

Step 4

- A confirmation message will indicate that your account has been activated.

The screenshot shows a web interface for activating a Corppass account. At the top, there is a dark blue navigation bar with links for 'Home', 'About Us', 'Services', and 'Help'. On the right side of this bar, there is a 'Login' button with a user icon and a search icon. Below the navigation bar, the breadcrumb trail reads 'Home / Activate Corppass Account'. The main content area features a large green checkmark icon on the left, followed by the text 'Your Corppass user account has been activated.' and a sub-message 'You will receive an email notification.' Below this, there is a section titled 'Next Step' with a shopping cart icon containing a checkmark. The text below the icon says 'Log in to view your assigned e-Services.' At the bottom center of the page, there is a blue button labeled 'Proceed to Homepage'.

Note: You will also receive an email from Singpass to activate your Singpass account using an ePIN. Follow the steps as indicated in the email.

- END -

Updated as of April 2021