



User Guide

IACT

Login with UAE Pass

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For UAE Citizens and Residents

UAE PASS Registration – UAE Citizen / UAE Resident with Emirates ID

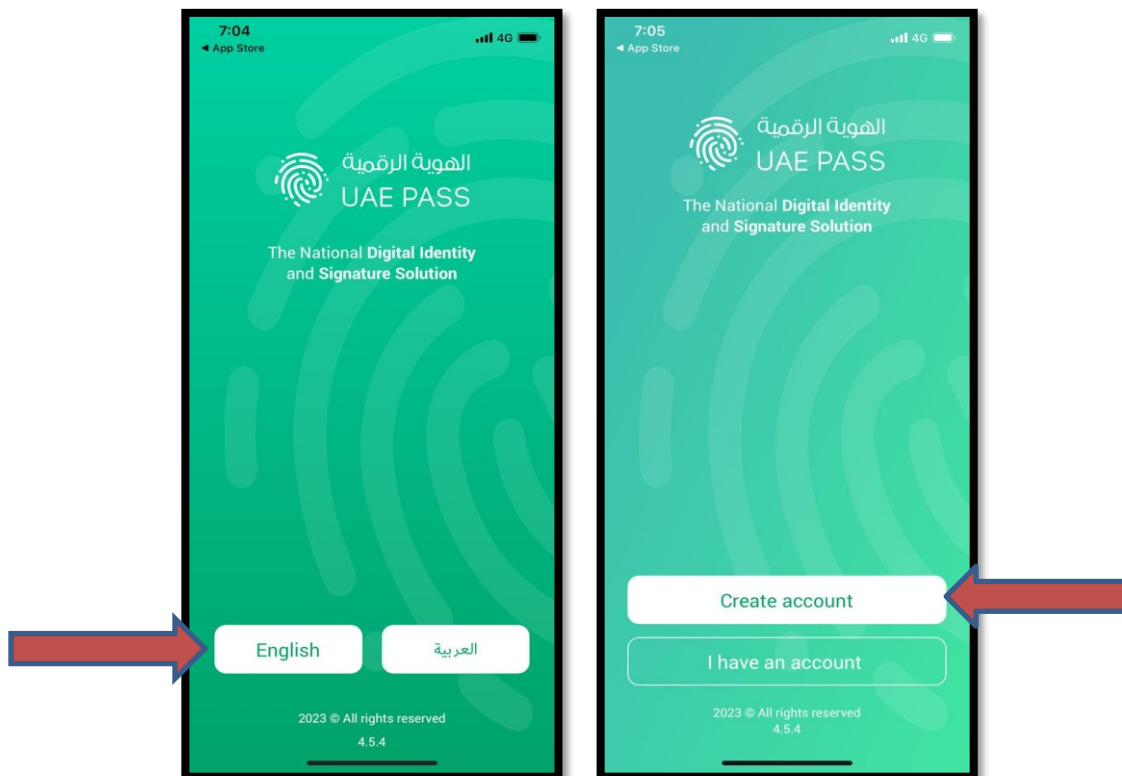
Installation and Configuration of UAE PASS

Step 1: Download the official UAE PASS application through the below links based on your Mobile Phone



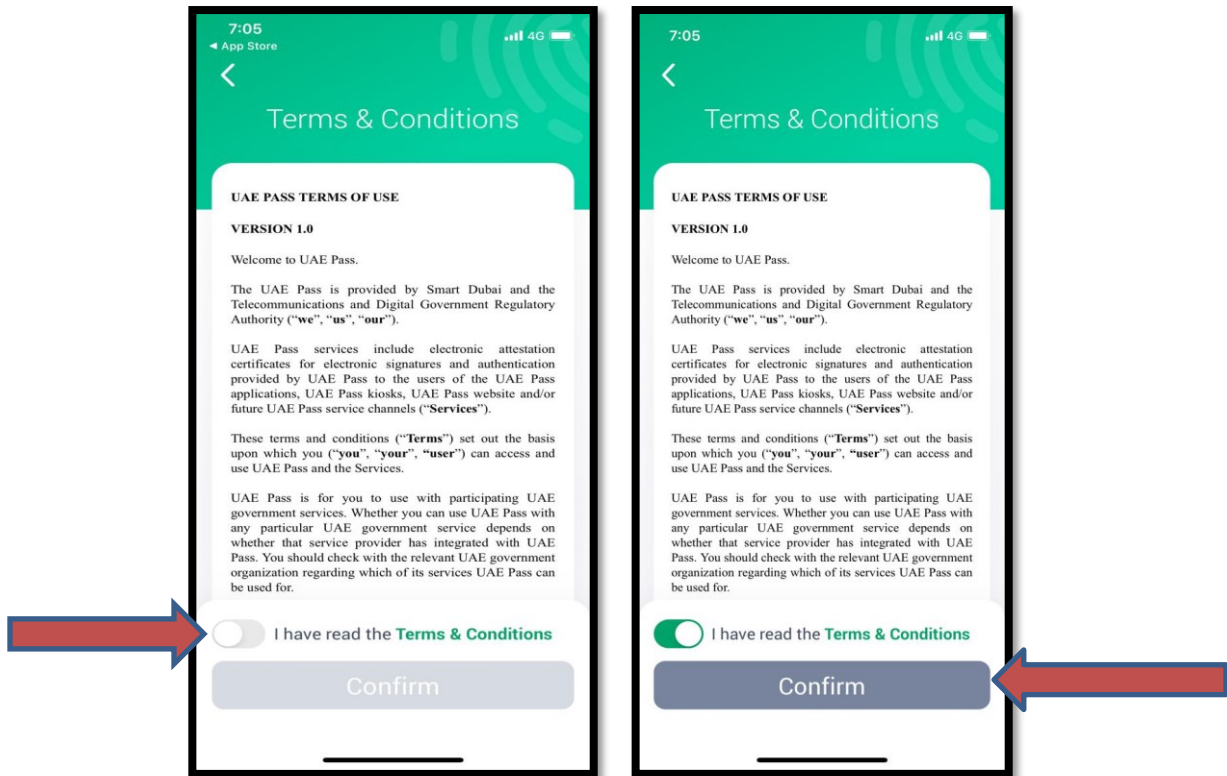
Step 2: Launch UAE PASS from mobile.

Step 3: Choose your preferred language.

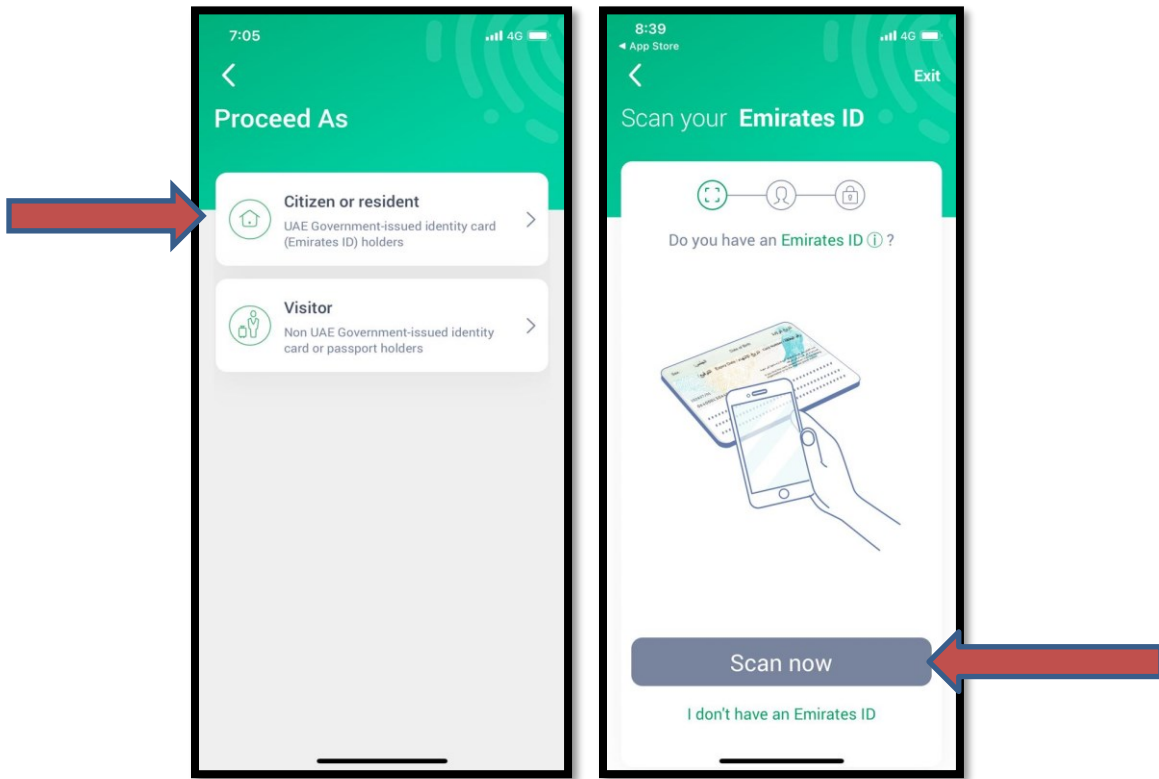


Step 4: To create a new account, click on “Create account”.

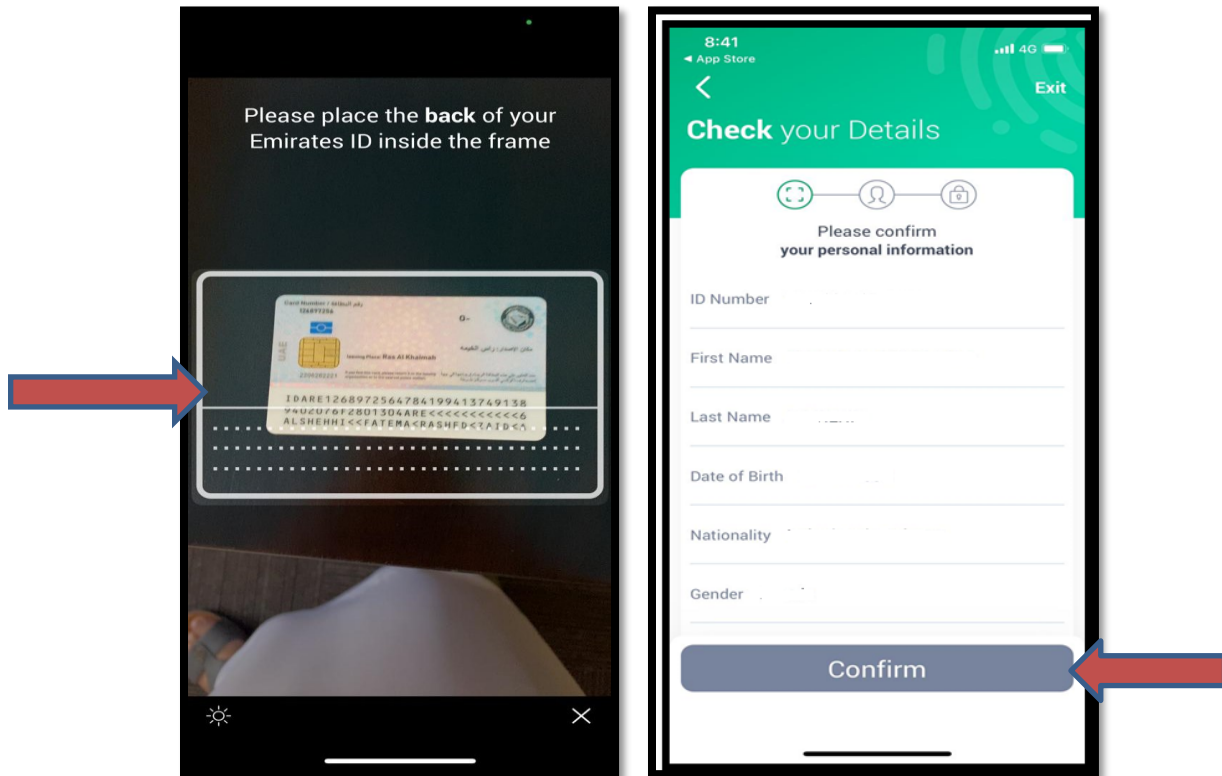
Step 5: Read the terms and conditions and then Toggle on “I have read the Terms & Conditions” at the bottom of the screen. Click on “Confirm” button to proceed.



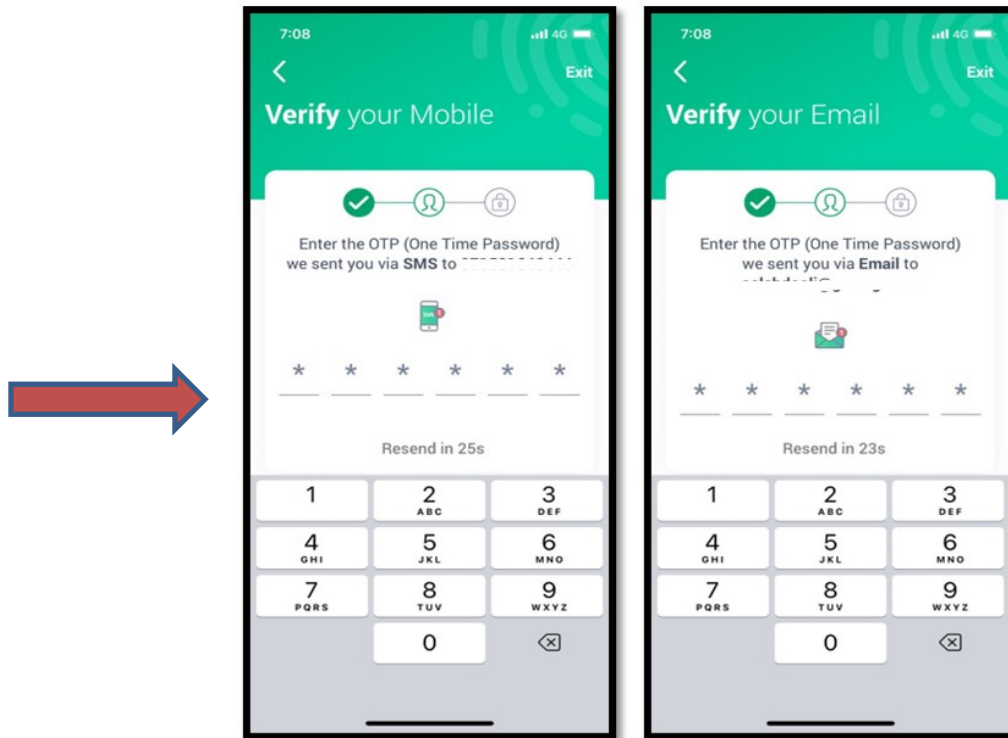
Step 6: Click on your residence Type



Step 7: Click on the “Scan Now” option and activate the camera option to scan your Emirates ID card.

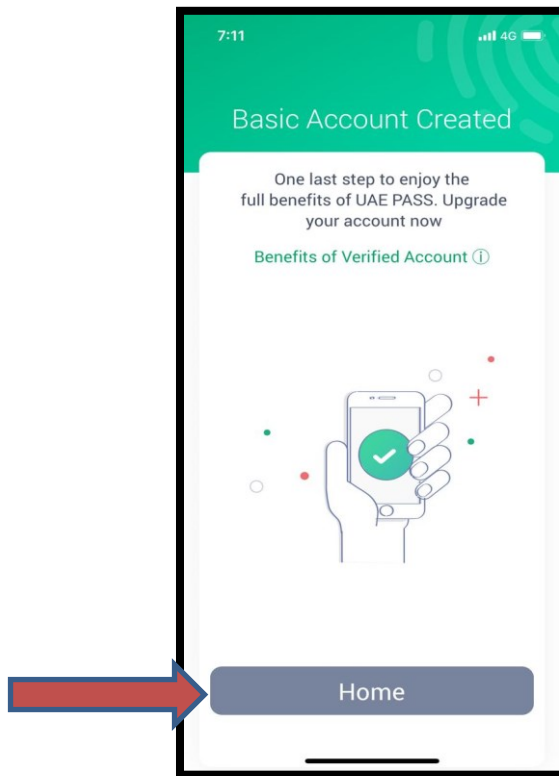
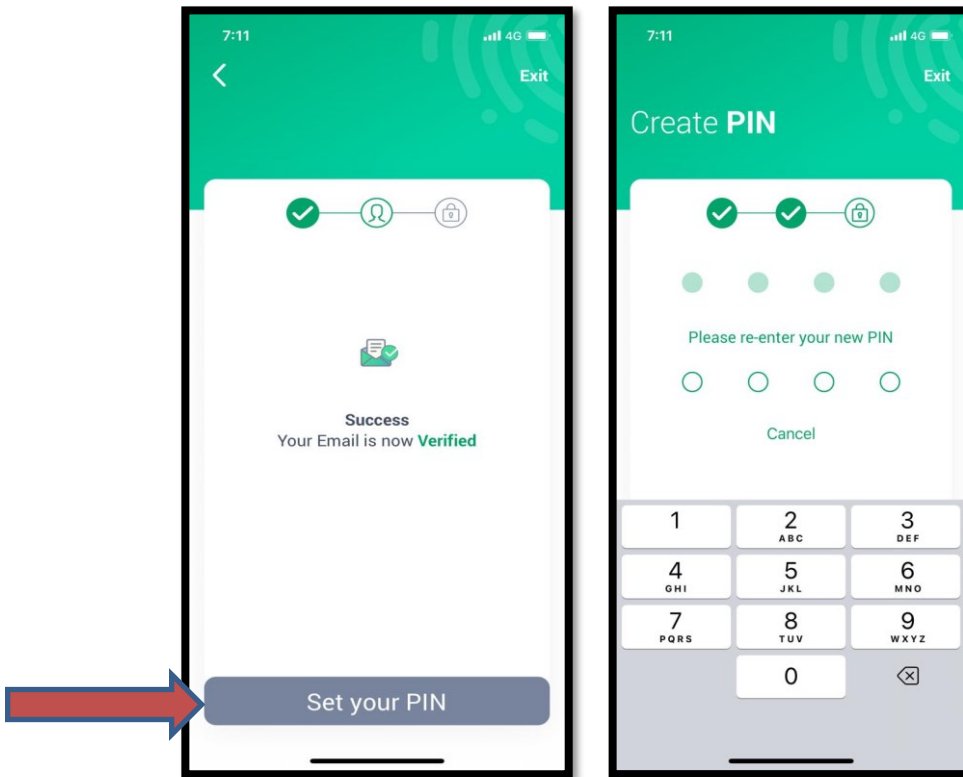


Step 8: Complete with Emirates ID Scan front and backside, it automatically fetches your information.



Step 9: Enter OTP received in Mobile and Email

Step 10: Set 4 digit Pin to complete the process



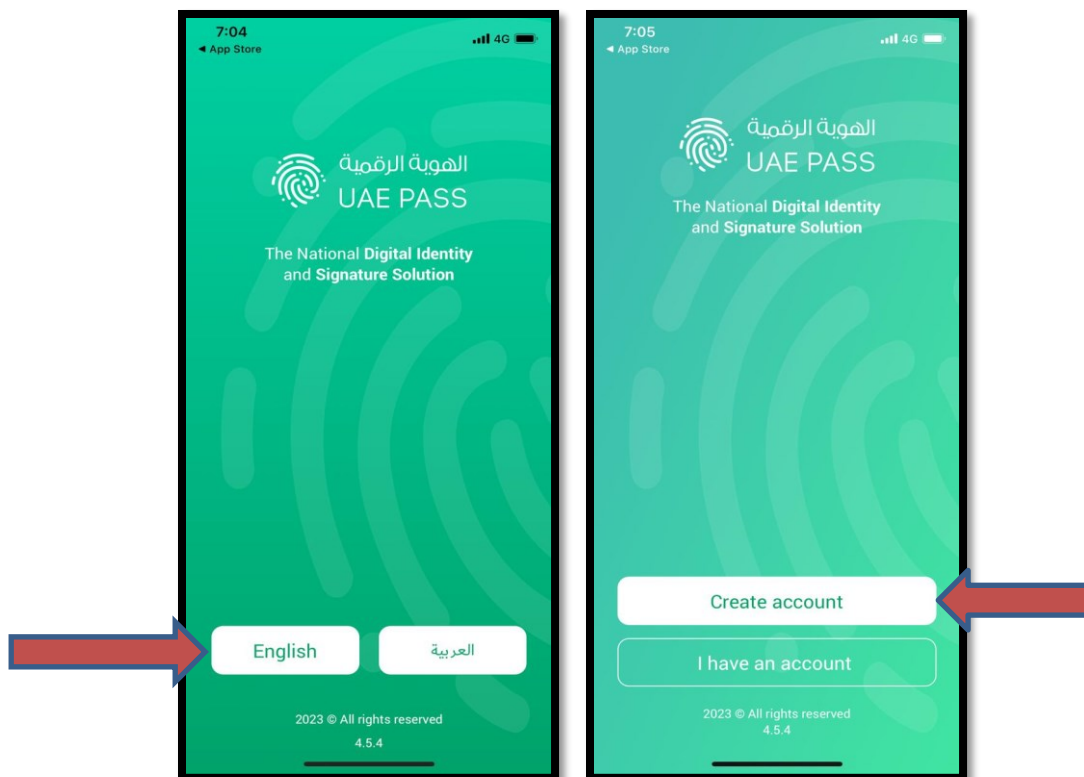
UAE PASS Registration – UAE Citizen / UAE Resident without Emirates ID

Step 1: Download the official UAE PASS application through the below links based on your Mobile Phone



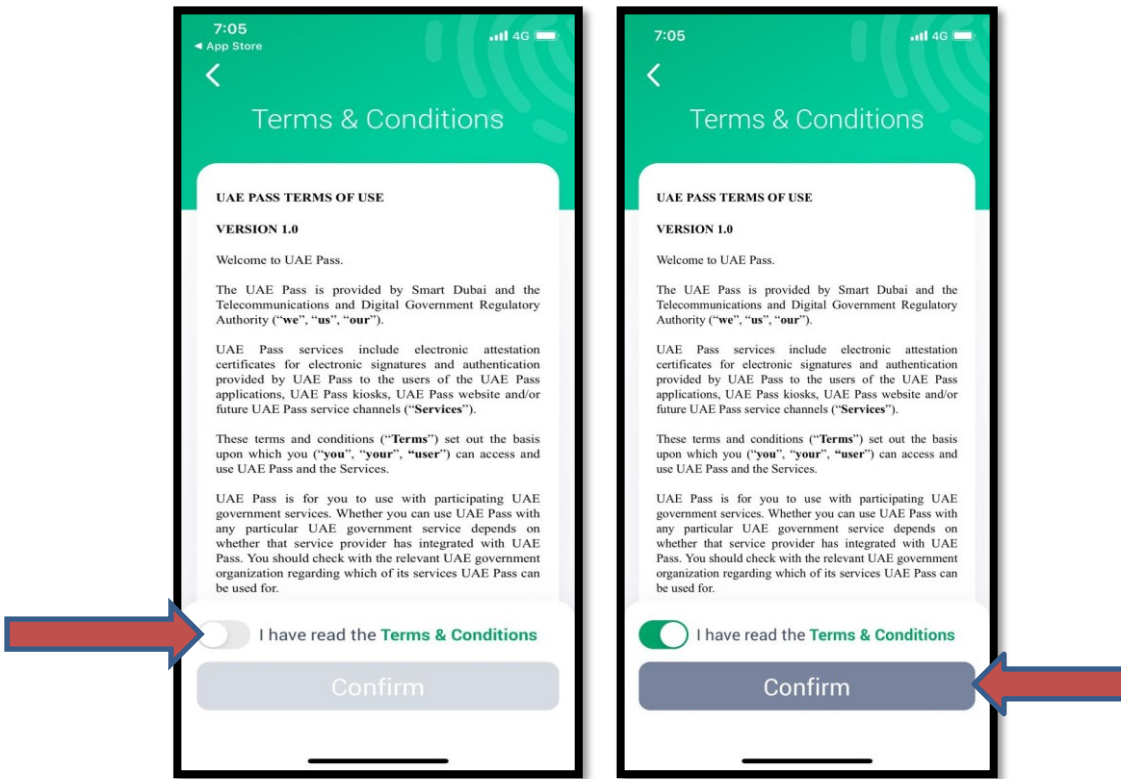
Step 2: Launch UAE PASS from mobile.

Step 3: Choose your preferred language.

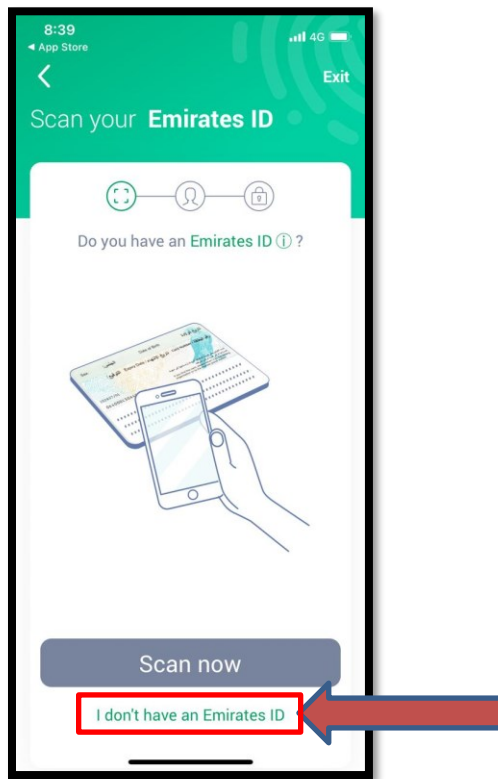
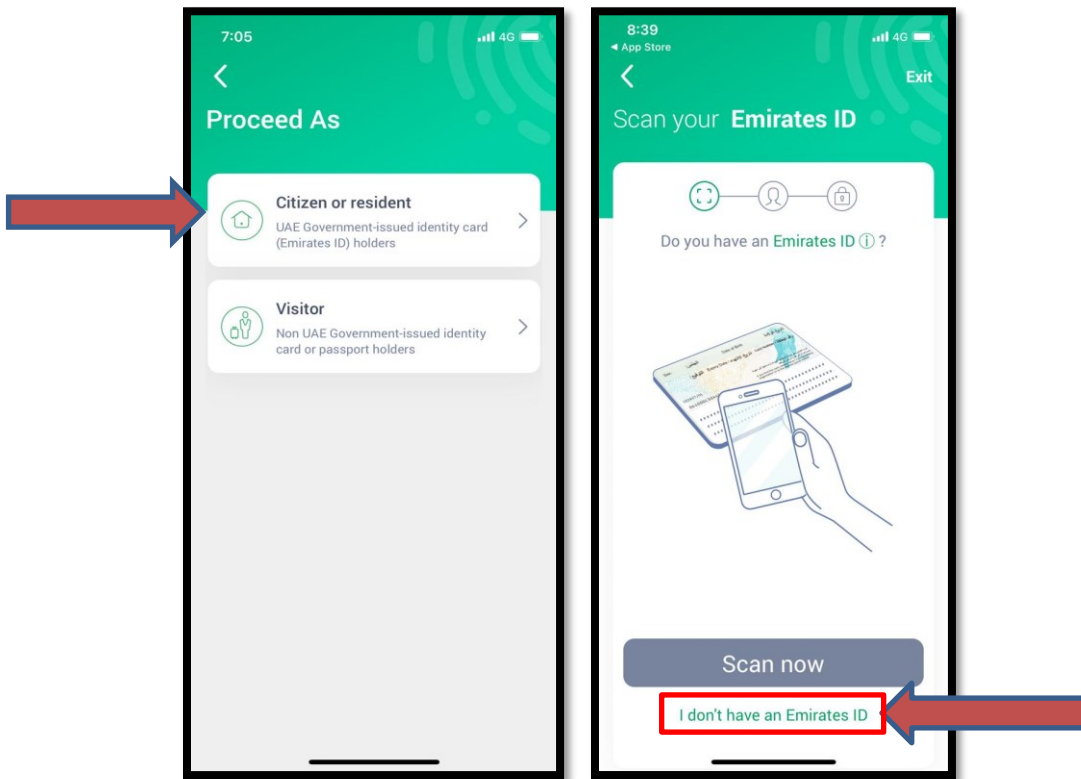


Step 4: To Create new user account – Click on “Create account.”

Step 5: Read the terms and conditions and then Toggle on “I have read the Terms & Conditions” at the bottom of the screen. Click on “Confirm” button to proceed.

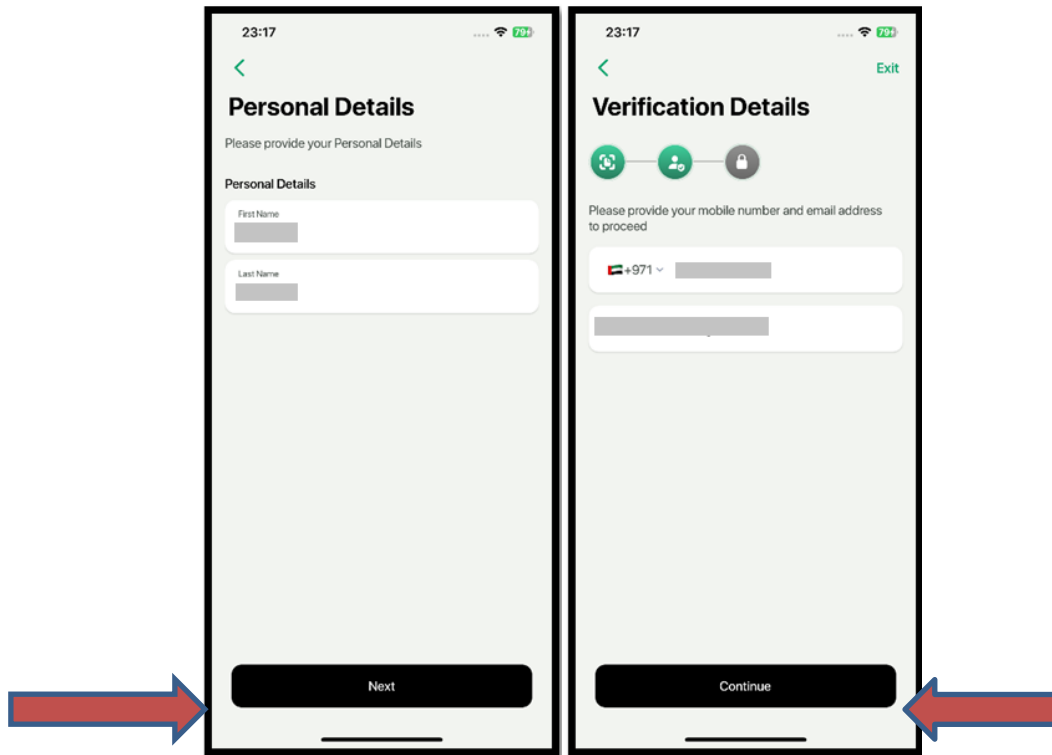


Step 6: Click on “Citizen or Resident”.

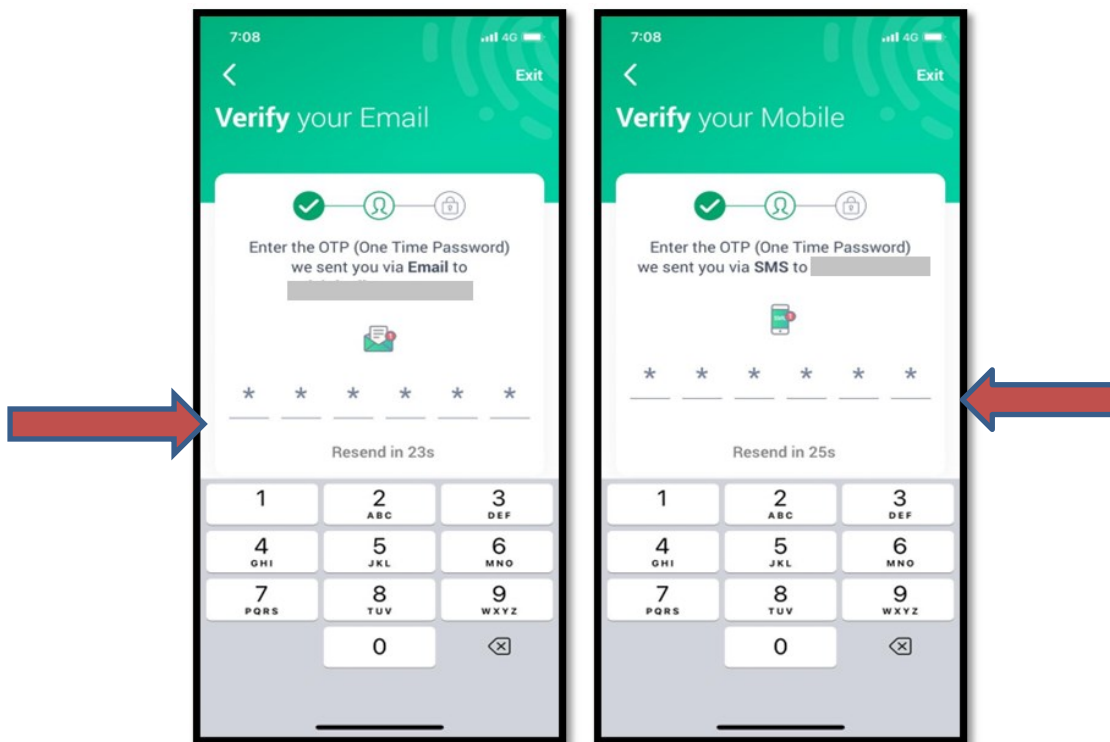


Step 7: To complete registration without Emirates ID information, click on “I don’t have an Emirates ID”.

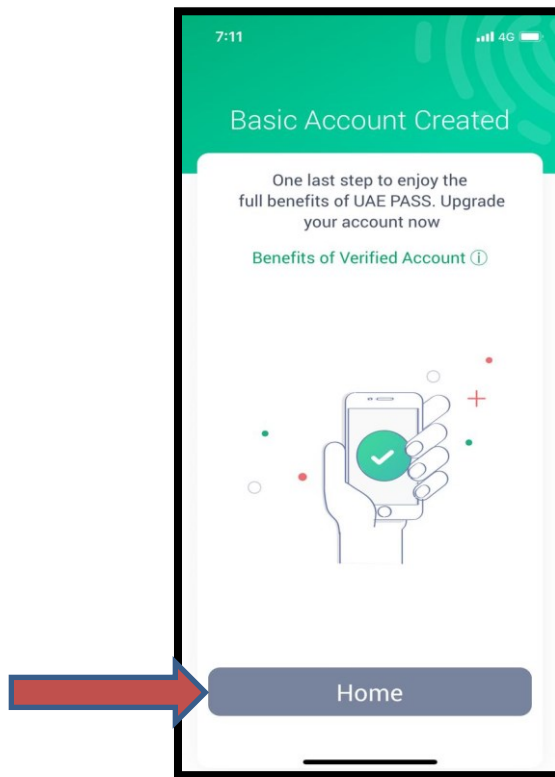
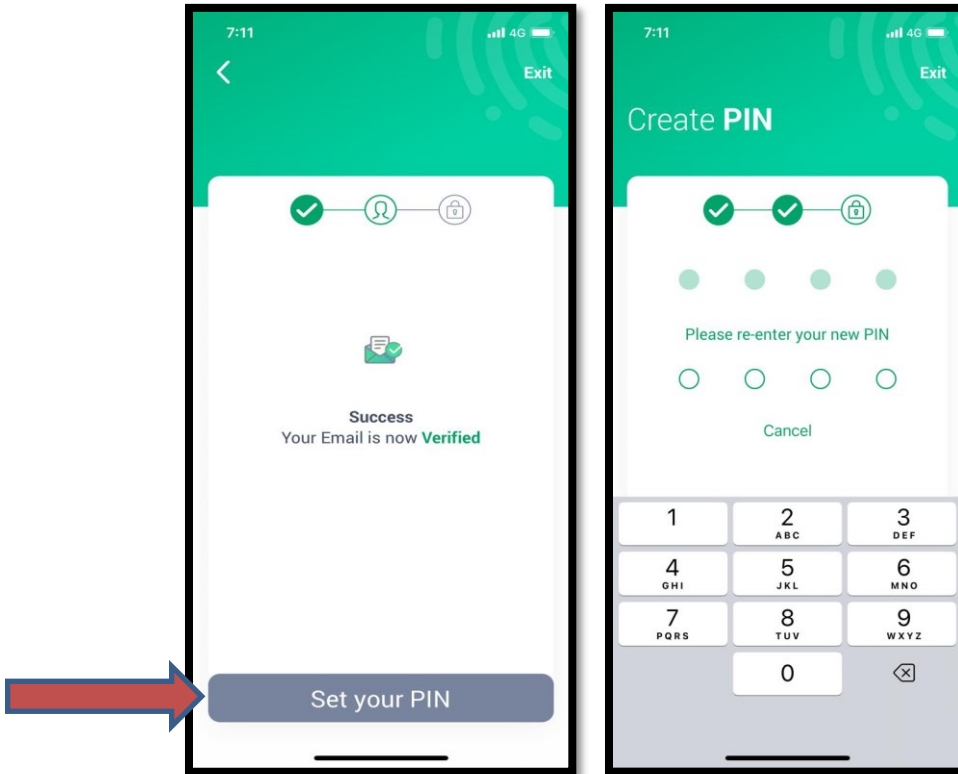
Step 8: Fill Personal details appears in screen and click on “Next” button.



Step 9: Enter OTP received on SMS and Email

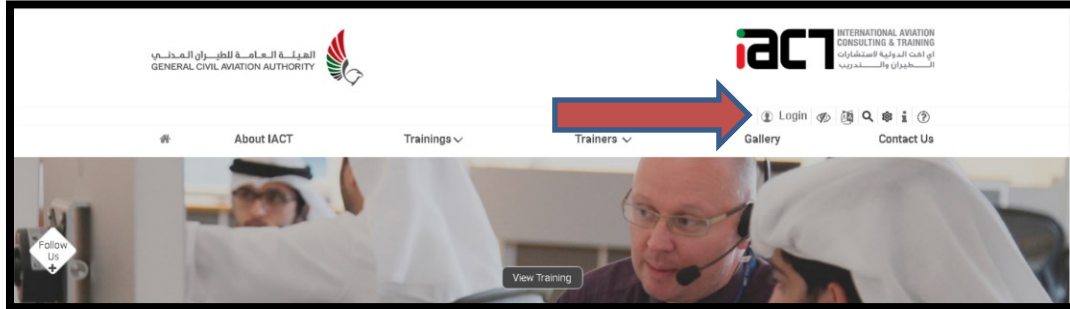


Step 10: Set your PIN to complete registration.

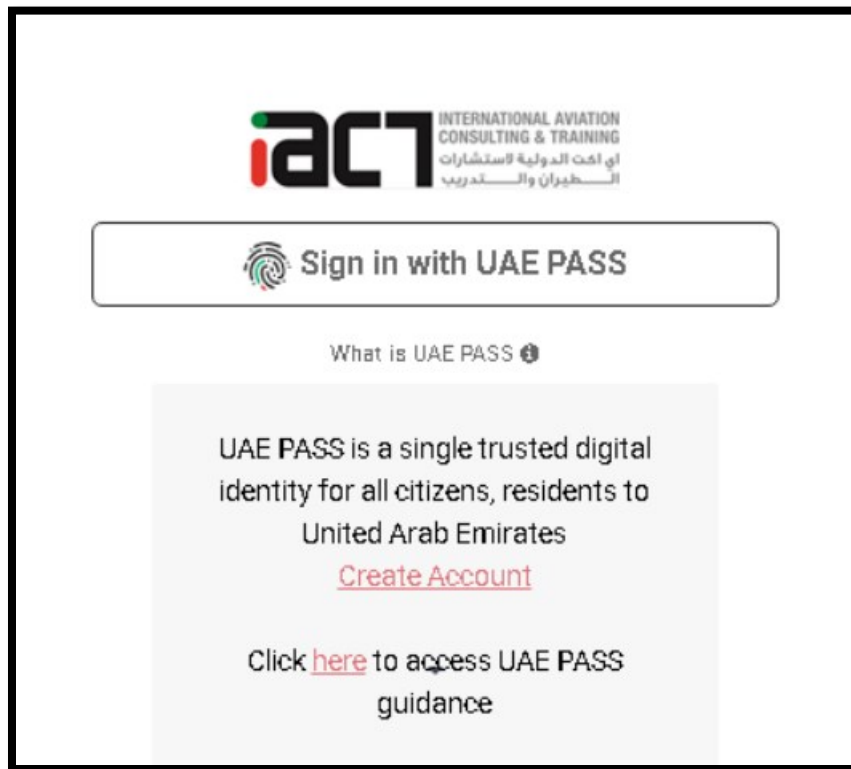


Link IACT account with UAE Pass: Existing IACT User

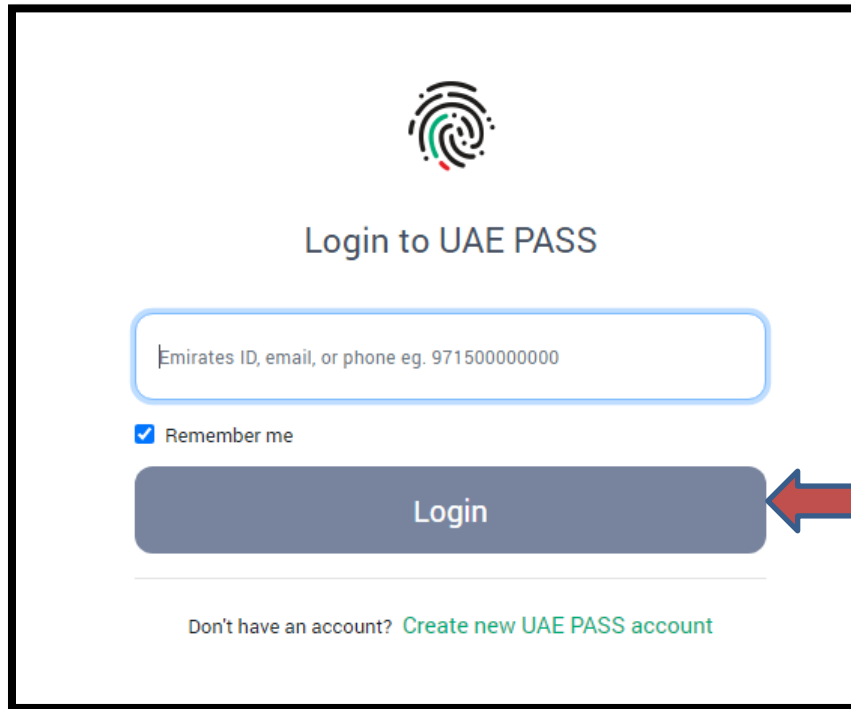
Step 1: Kindly access <https://www.iact.ae> and select the "login" option to open the login screen.



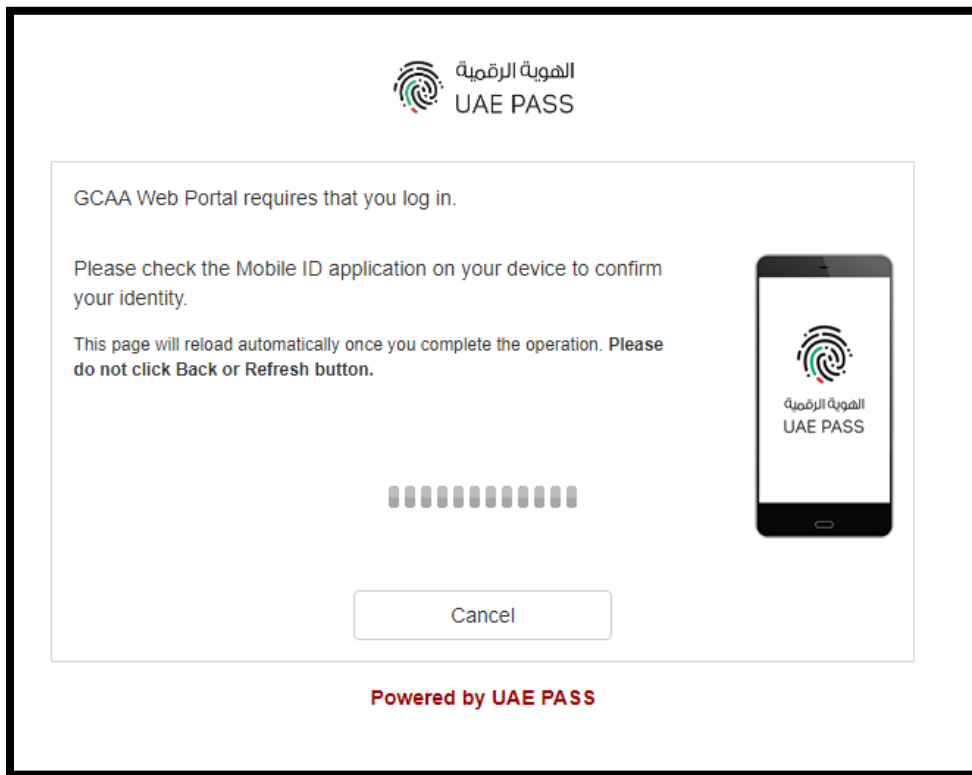
Step 2: Click on “Sign in with UAE PASS” to login.



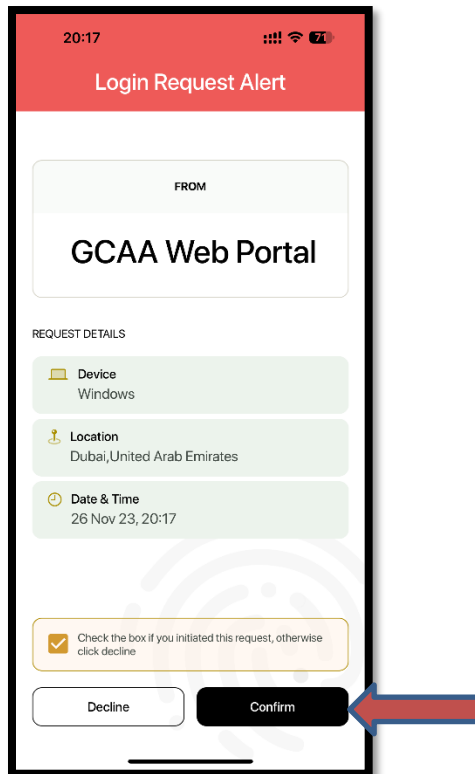
Step 3: Provide any one of your Mobile or Phone or Emirates ID (if available) which were used to register with UAE PASS



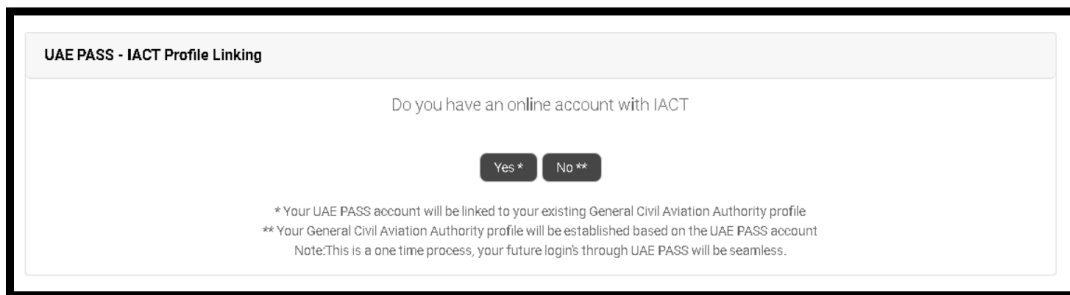
Step 4: It will prompt on your mobile phone for approval.



Step 5: Your UAE Pass Mobile app will then show the below screen asking you to authorize the requested login on IACT website or Mobile App.



Step 6: After the successful UAE Pass login, you will be taken to the IACT account linking screen.



This is only one time activity, post link account – users will be redirected to Home Page

Click "Yes *" if you already have an account with IACT

Click "No **" if you don't have an account with IACT

Step 6.1 Redirects to a Linking screen with auto populated account details matching with one of the UAE PASS details.

Link with an existing Username and Password

Email ID

Password

[Forgot password?](#)

Don't have an account with IACT?

Step 6.2 In case we found multiple existing user accounts in IACT Website matching your UAE Pass account details (Emirates ID, Mobile or Email), the below linking screen will appear showing all the matching account for you to select the account you want to link.

Please select the correct account you want to link with UAE Pass to be used in future. Please note that only one IACT account can be linked with one UAE Pass account.

Link with matching accounts with your UAE Pass details

Username	Full Name	Mobile	Account Type	Select
test@govl.ae			Individual	select
test@mygmail.com	Test IACT User		Individual	select

Link with an existing Username and Password

Email ID

Password

[Forgot password?](#)

Once the User clicks on "Select" link from table, Username will be copied automatically in textbox. You need to enter password to link selected account with UAE PASS

Link with matching accounts with your UAE Pass details

Username	Full Name	Mobile	Account Type	Select
			Individual	select
test@mygmail.com	Test IACT User		Individual	select

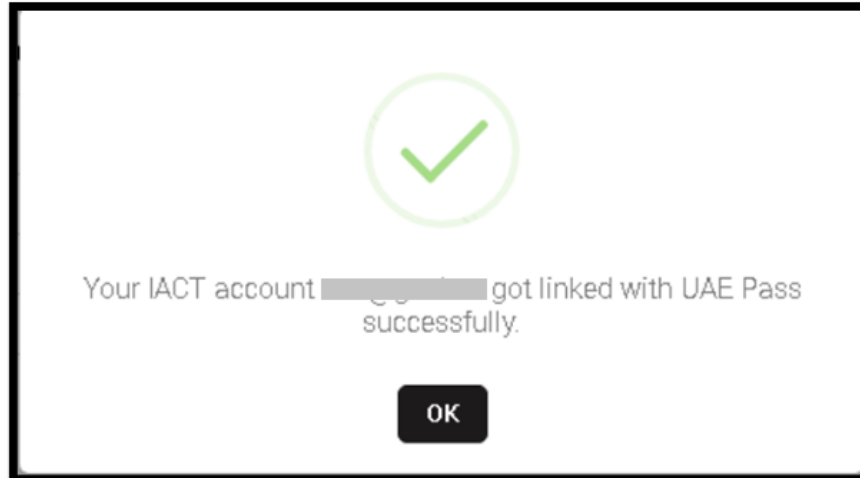
Link with an existing Username and Password

Email ID

Password

[Forgot password?](#)

You will see the message below after you press “Link Account” button.



Step 6.3 In case UAE PASS information doesn't match with IACT accounts, the screen below appears.

You can provide your known IACT account details and Link.

A screenshot of a web form titled "Link with an existing Username and Password". The form has two input fields: "Email ID" and "Password". Below the "Password" field are two buttons: "Link Account" and "Forgot password?". A red arrow points to the "Link Account" button. Below the form is a section titled "□ Don't have an account with IACT?". Under this section, there is a note: "Please note that you should not create a new account in case you already had an existing account with IACT, as with new account you will not be able find trainings applied earlier with using the previous account". Below the note is a line of text: "If you forgot your Password, please try 'Forgot Password' option or contact us at +97142111 742/749/781". At the bottom of this section is a link: "Click [here](#) to create new IACT User Account".

If you don't have an account with IACT, you can click on the link provided in the section below to create a new account.

Link with an existing Username and Password

Email ID

Password

[Forgot password?](#)

Don't have an account with IACT?

Please note that you should not create a new account in case you already had an existing account with IACT, as with new account you will not be able find trainings applied earlier with using the previous account

If you forgot your Password, please try 'Forgot Password' option or contact us at +97142111 742/749/781

[Click here](#) to create new IACT User Account

Link IACT account with UAE Pass: New Individual User without IACT account

Note: Please ensure that you do not have any existing account with IACT. In case of the creation of a new account, you will not be able to access your applications applied with your previous account.

Step 1 – your personal details will be auto populated based on your UAE PASS details.

Home | User Registration

Registration Type
 Individual

Personal Information

Full Name*

Email*

Job Title*

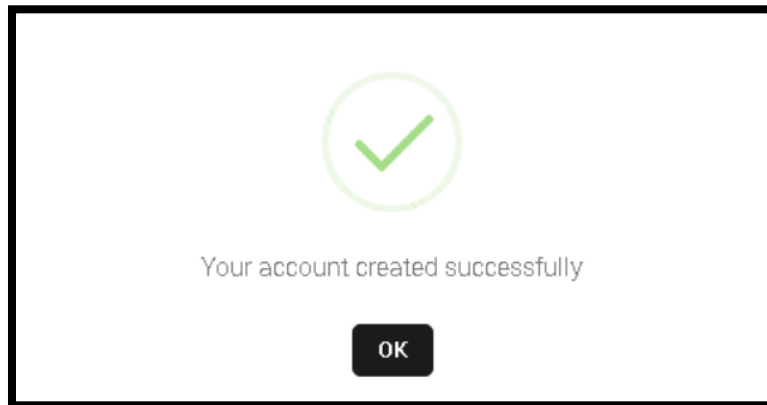
Contact No*

Below auto filled values and can be updated by user.

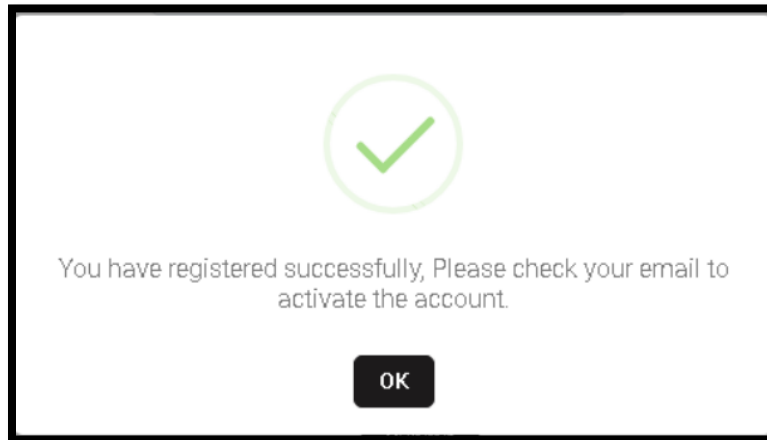
- Full Name
- Email
- Contact No

Step 2 User can review all fields and click on “Submit” to proceed with registration.

Step 3.1 Account will be auto approved and activated incase of Email and Contact No same as UAE PASS



Step 3.2 An activation email triggers to registered email incase of different from UAE PASS auto populated email.



Link IACT account with UAE Pass: New Company User without IACT account

Note: Please ensure that you do not have any existing company user in IACT. In case of the creation of a new account, you will not be able to access your applications applied with your previous account.

Step 1 – Your personal details will be auto populated based on your UAE PASS details.

Registration Type
Company

Personal Information

Full Name*
Test Company

Email*
Testemail@company.com

Job Title*
Learning Coordinator

Contact No*
971500000000

Company Information

Company Name
Test Company

Company Address
Test Address

Email
LD@testCompnay.com

Company Contact Number
971500000000

TRN*
1234567

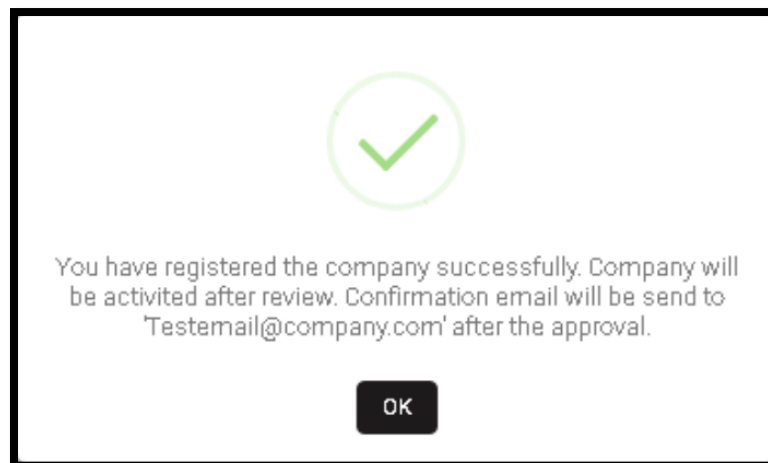
VAT*
DocumentPreview (1).pdf

Below auto filled values and can be updated by user.

- Full Name
- Email
- Contact No

Step 2 User can review all fields and click on "Submit" to proceed with registration.

Step 3 Account will be created and will be activated post IACT admin approval



For Foreigner and Visitor

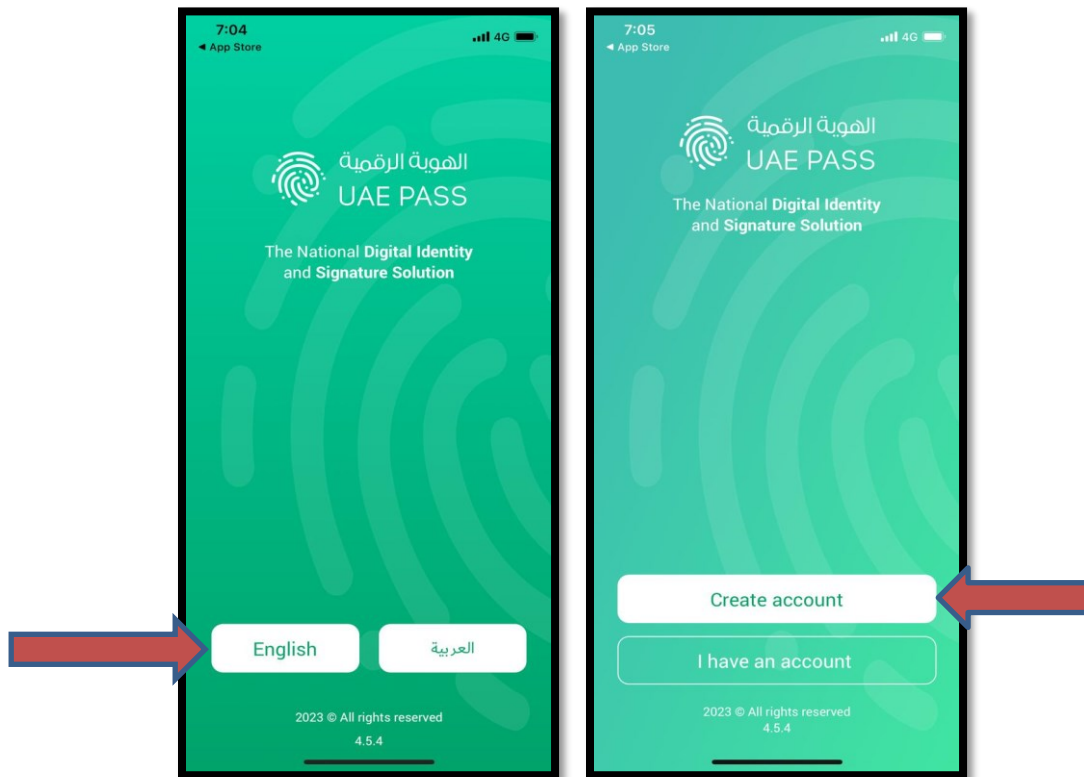
UAE PASS Registration – For Foreigner or Visitor with GCC ID

Step 1: Download the official UAE PASS application through the below links based on your Mobile Phone



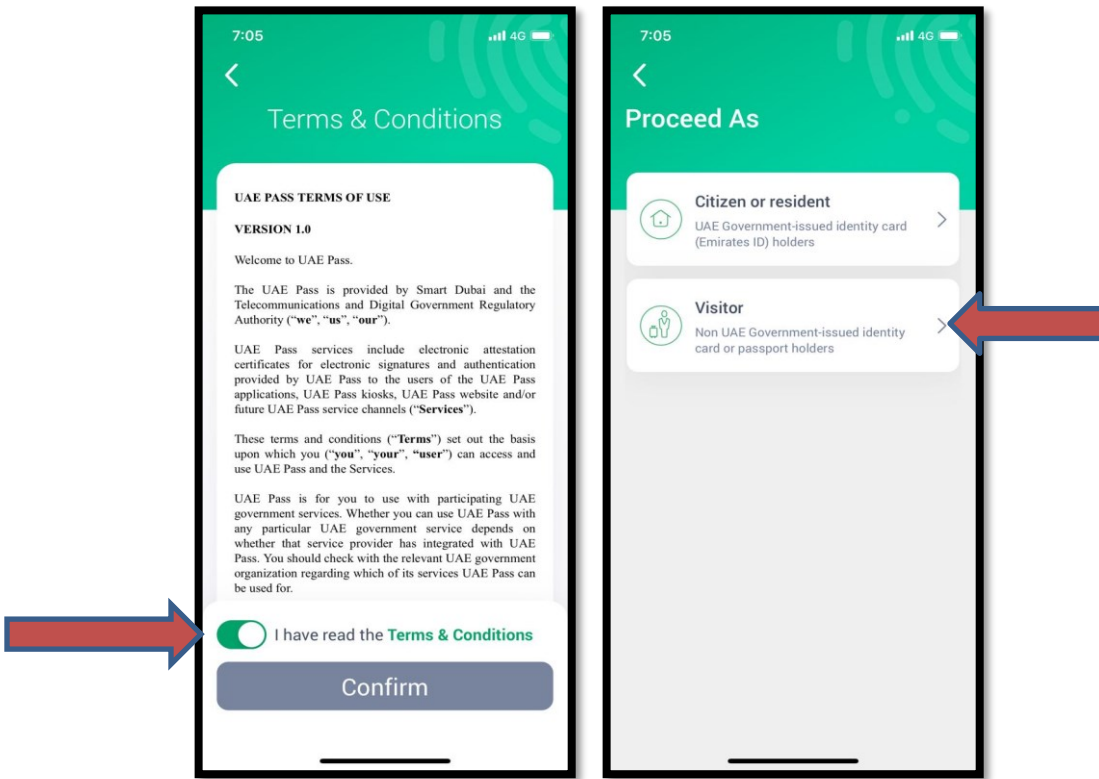
Step 2: Launch UAE PASS from mobile.

Step 3: Choose your preferred language.

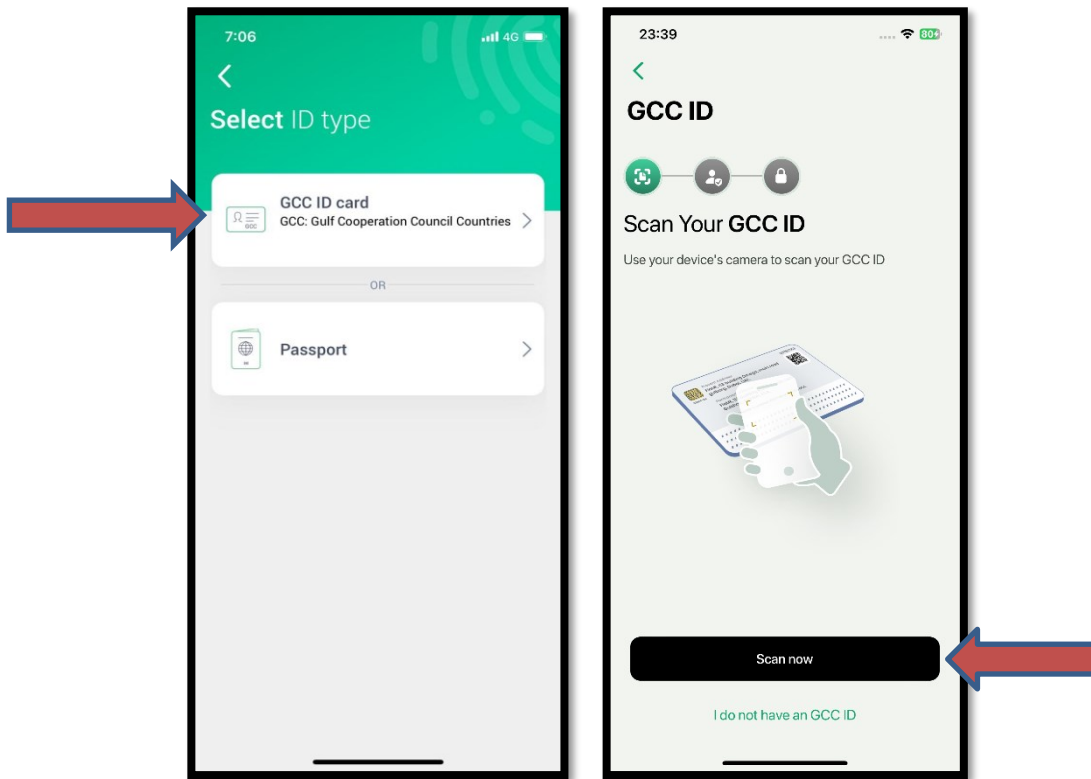


Step 4: To Create new user account – Click on “Create account.”

Step 5: Toggle on “I have read the Terms & Conditions” at the bottom of the screen. Click on “Confirm” button to proceed.

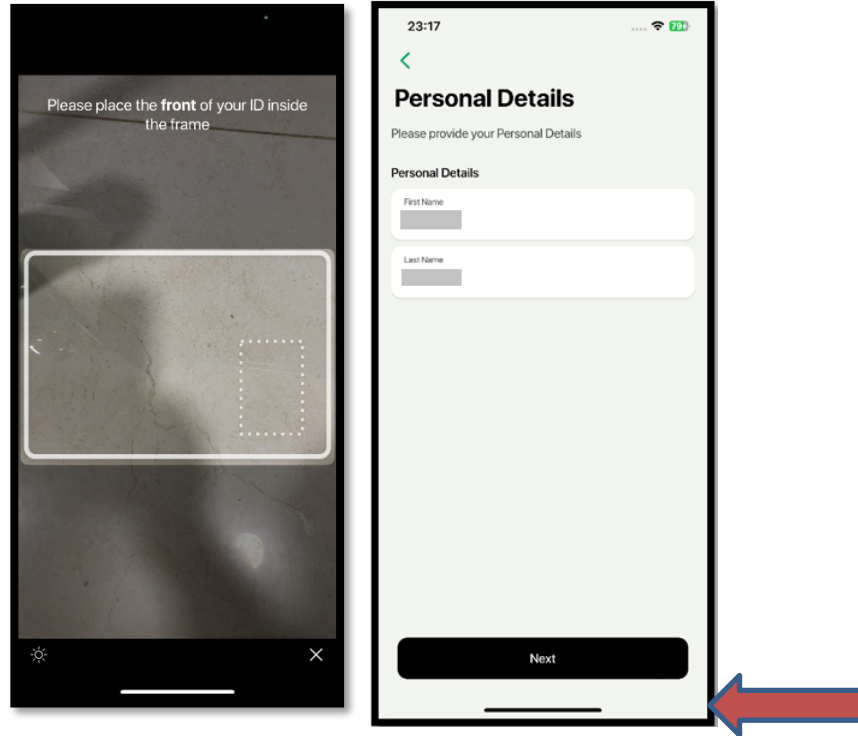


Step 6: Click on "GCC ID" from "Visitor"

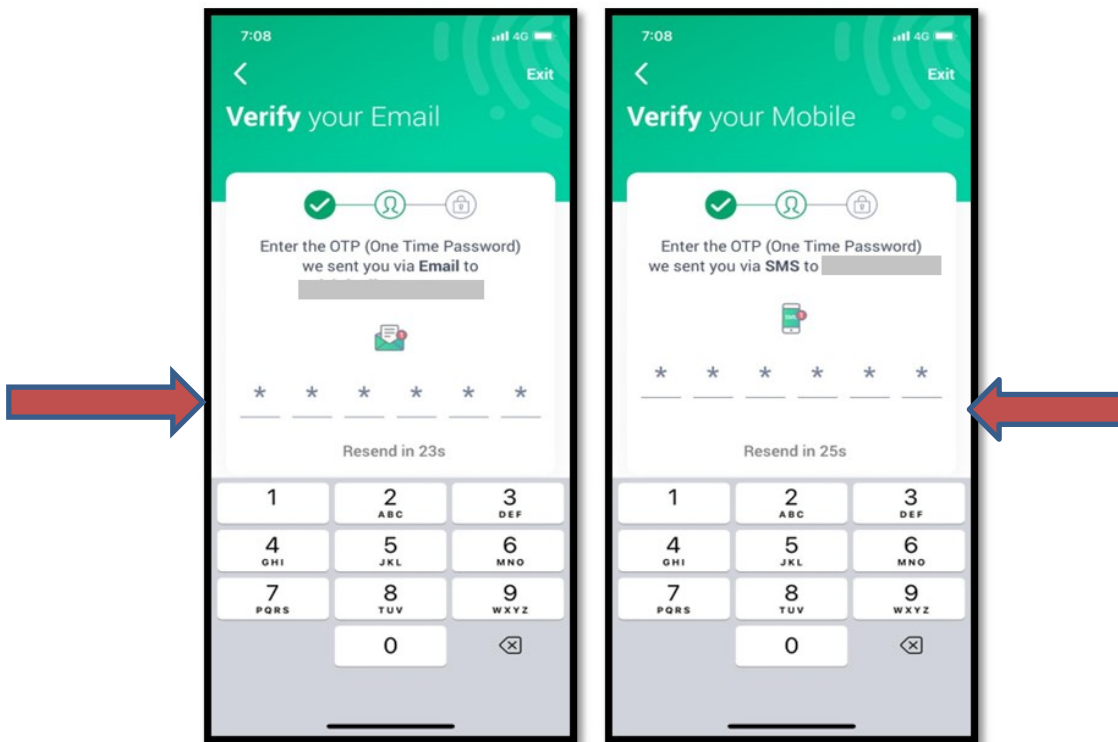


Step 7: Click on the "Scan now" to scan front and back side of GCC ID

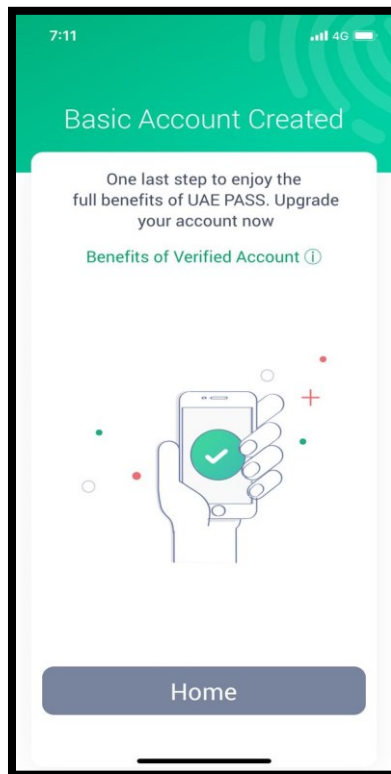
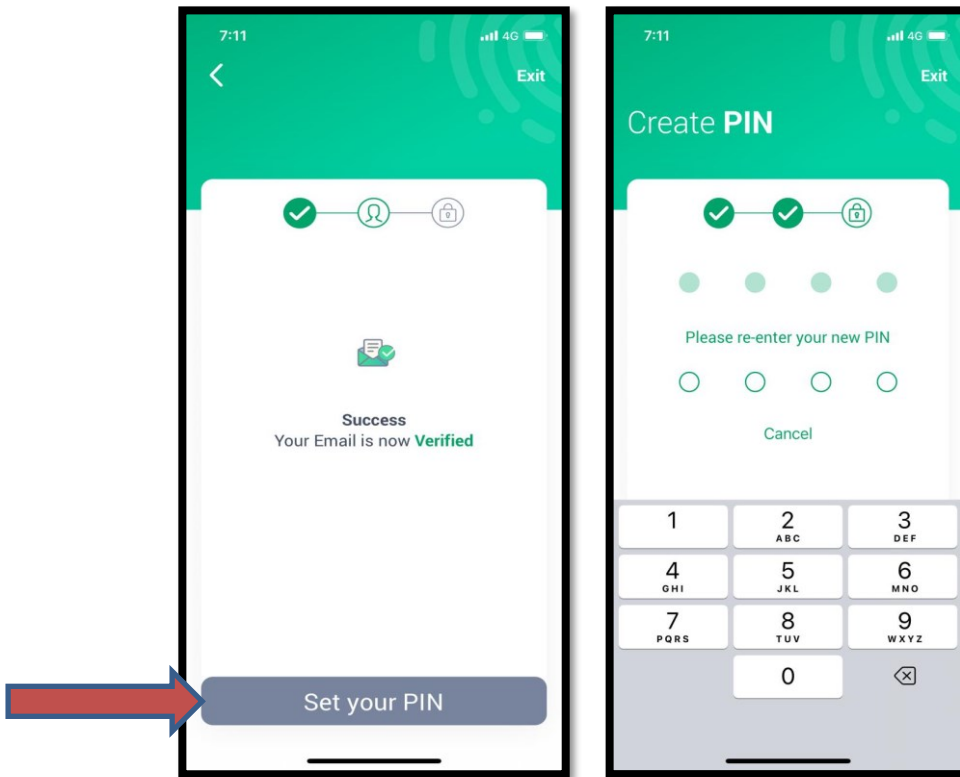
Step 8: Enter Personal details to confirm the registration process.



Step 9: Enter OTP received on Mobile and Email



Step 10: Step your PIN to complete the registration



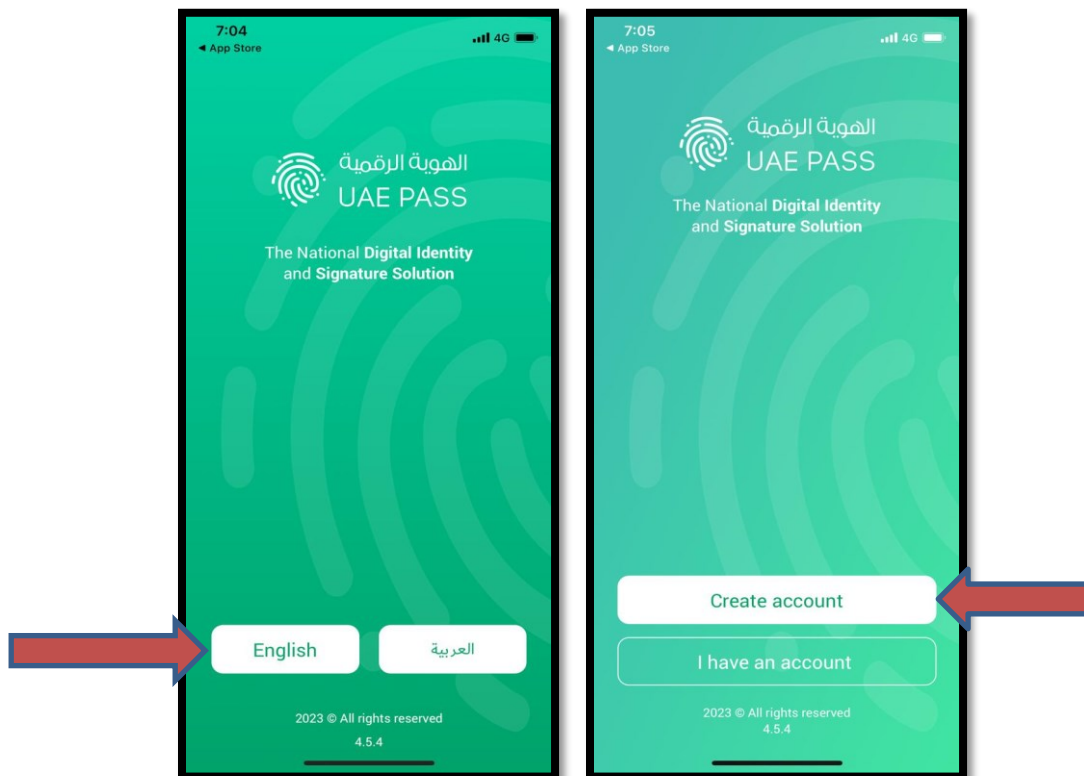
UAE PASS Registration – Foreigner or Visitor without GCC ID

Step 1: Download the official UAE PASS application through the below links based on your Mobile Phone



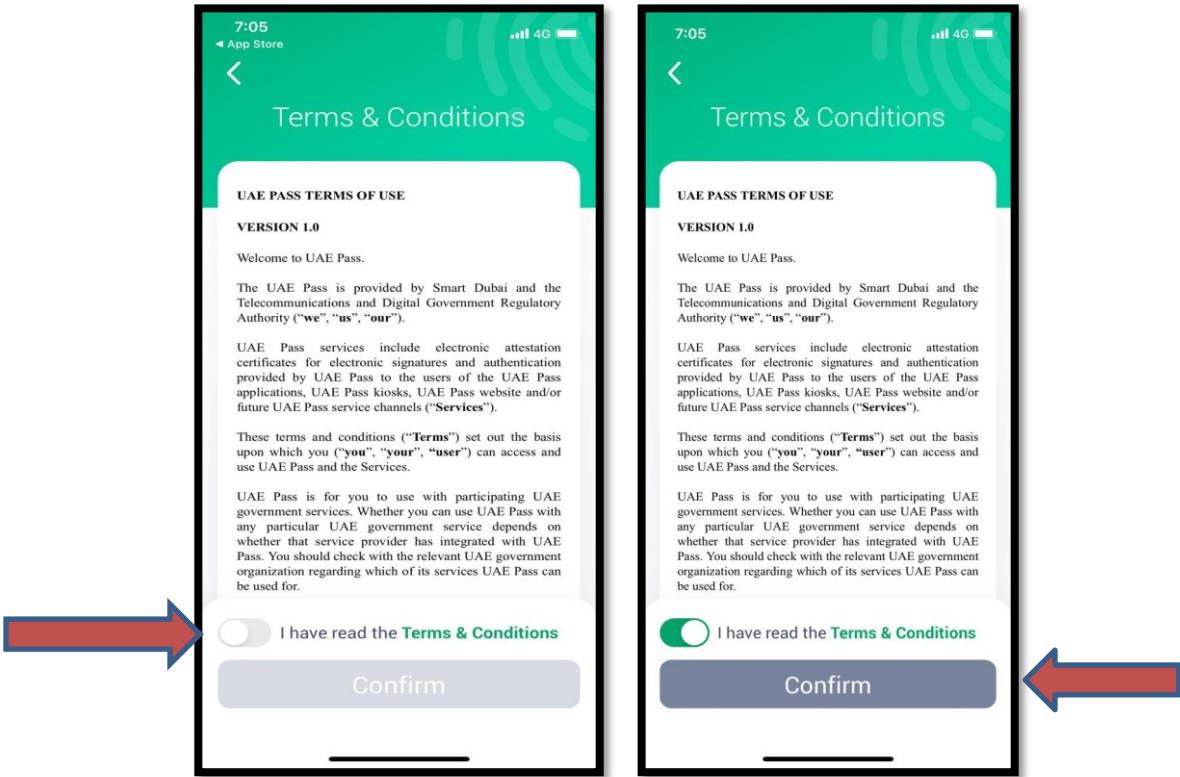
Step 2: Launch UAE PASS from mobile.

Step 3: Choose your preferred language.

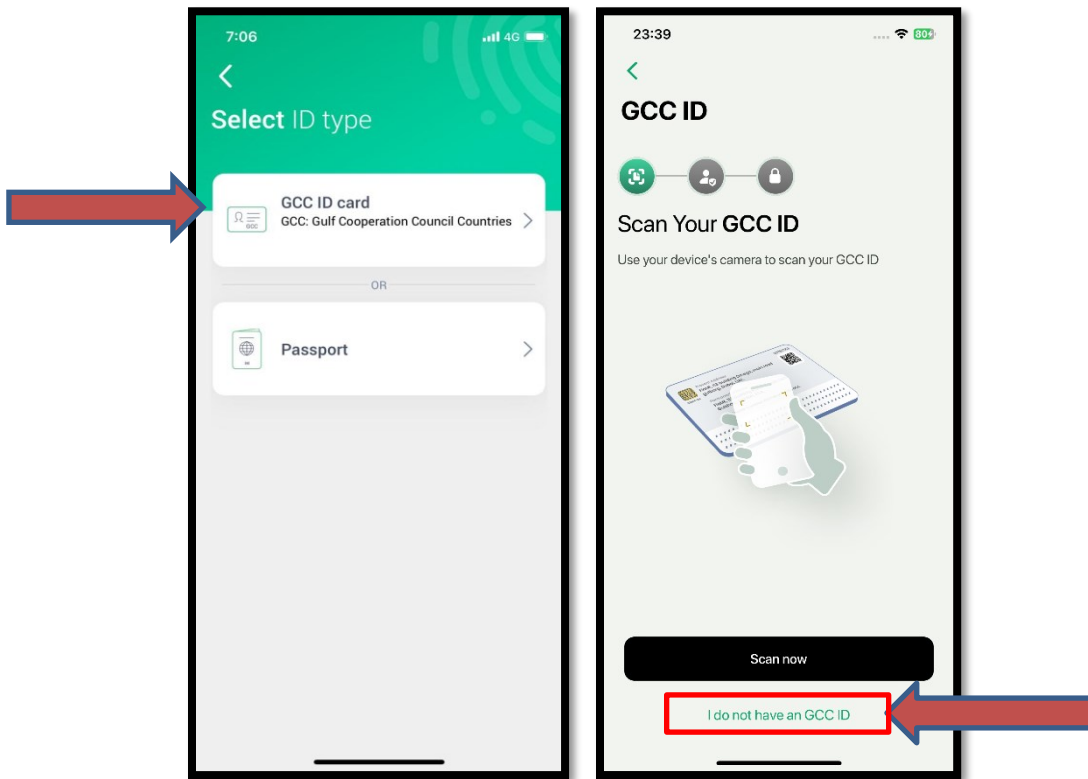


Step 4: To Create new user account – Click on “Create account.”

Step 5: Read the terms and conditions and then Toggle on “I have read the Terms & Conditions” at the bottom of the screen. Click on “Confirm” button to proceed.

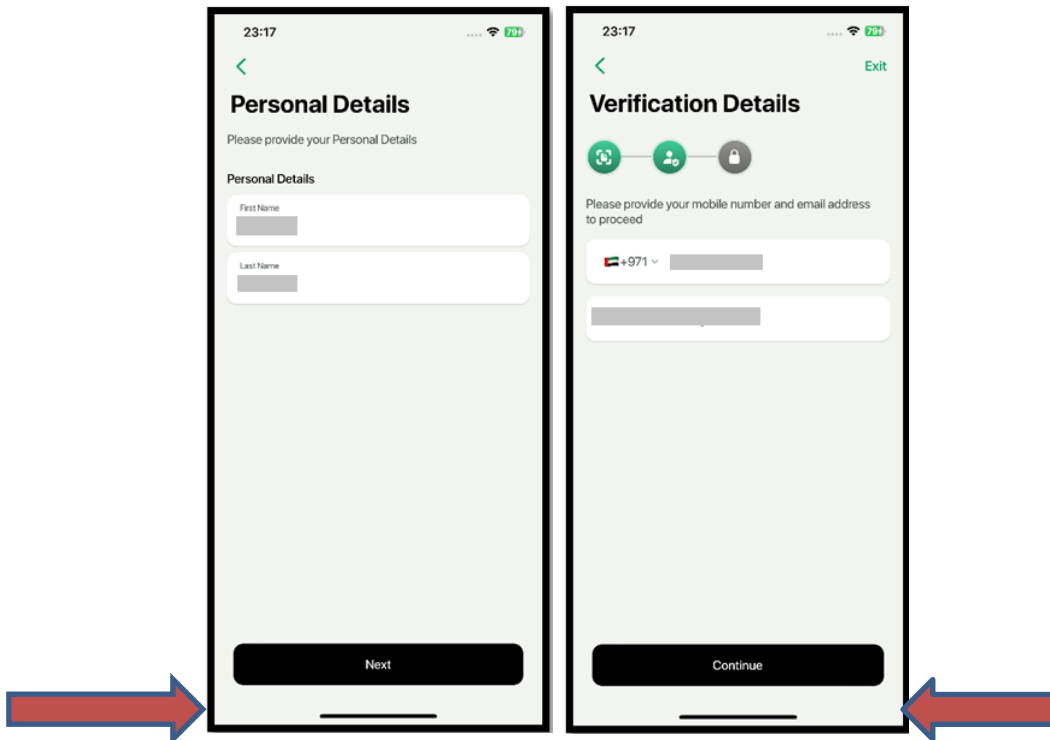


Step 6: Click on “Visitor”.

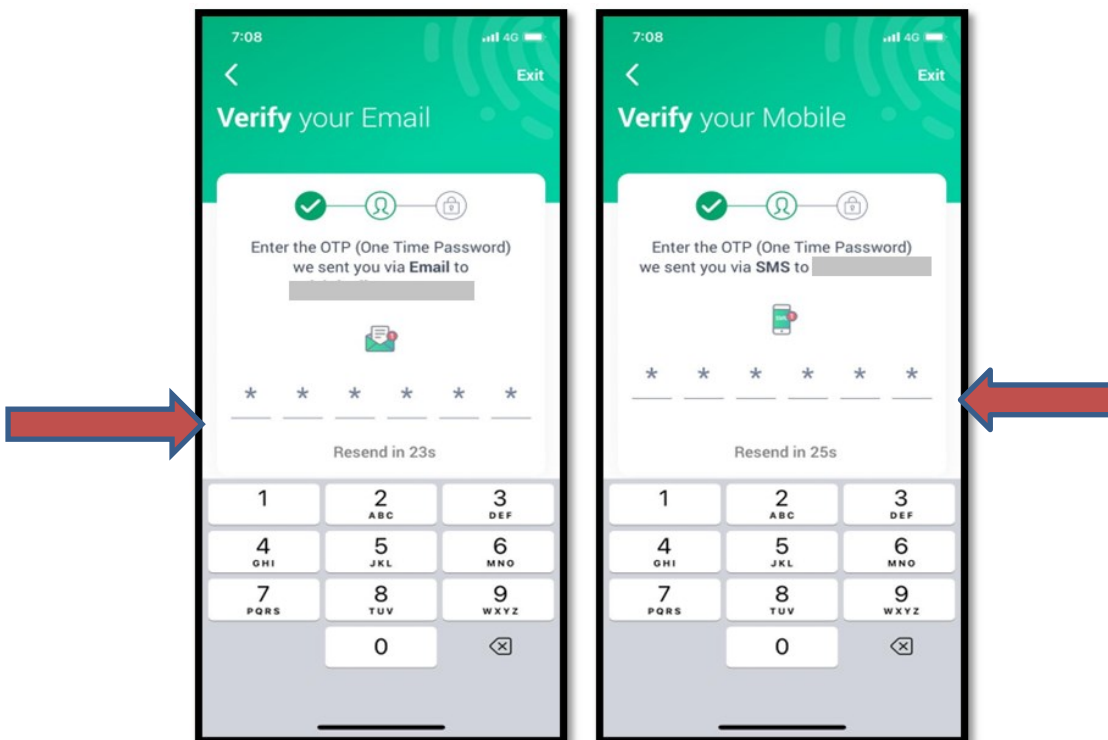


Step 7: To complete registration without Emirates ID information, click on “I don’t have an GCC ID”

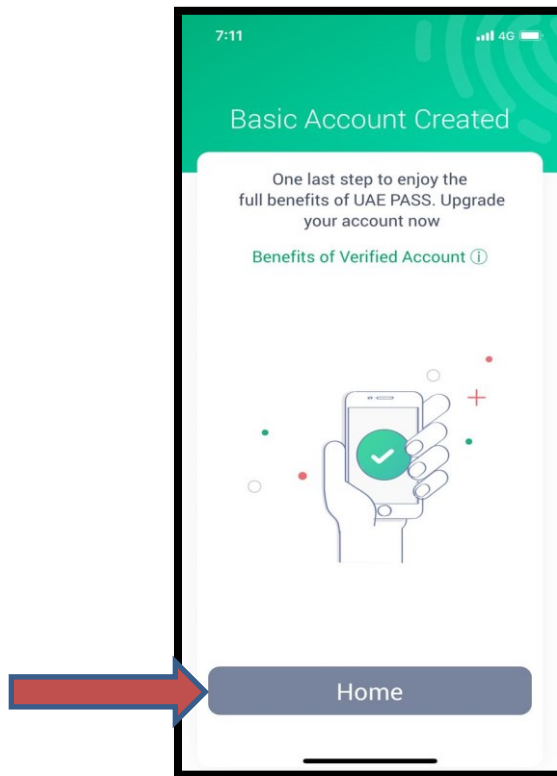
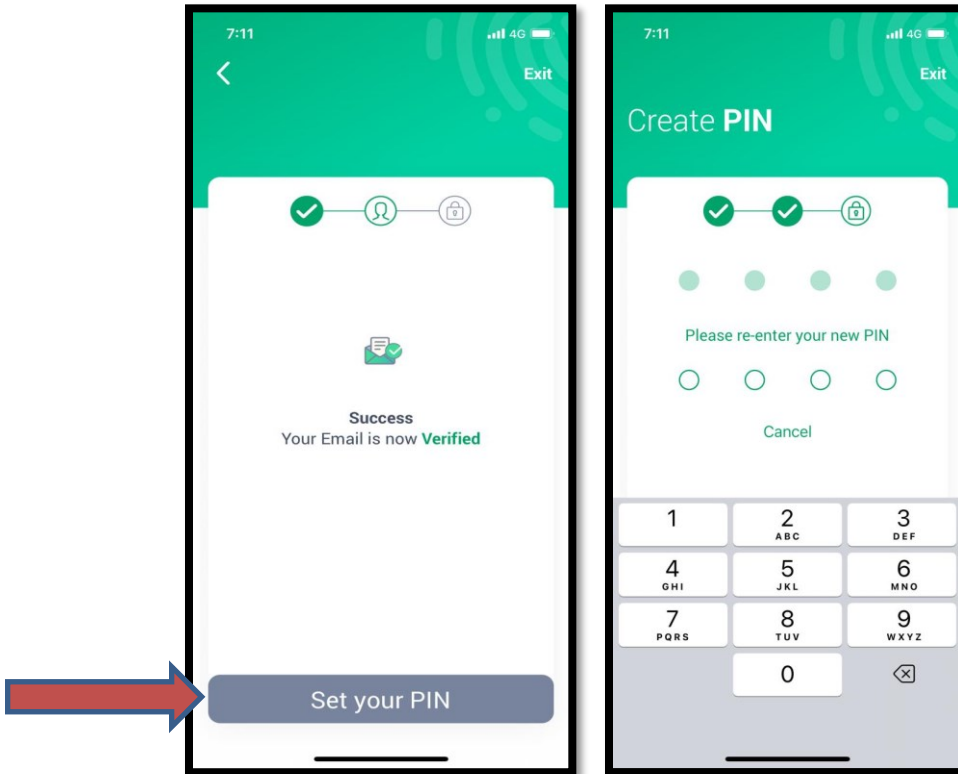
Step 8: Fill Personal details appears in screen and click on “Next” button.



Step 9: Enter OTP received on SMS and Email



Step 10: Set your PIN to complete registration.



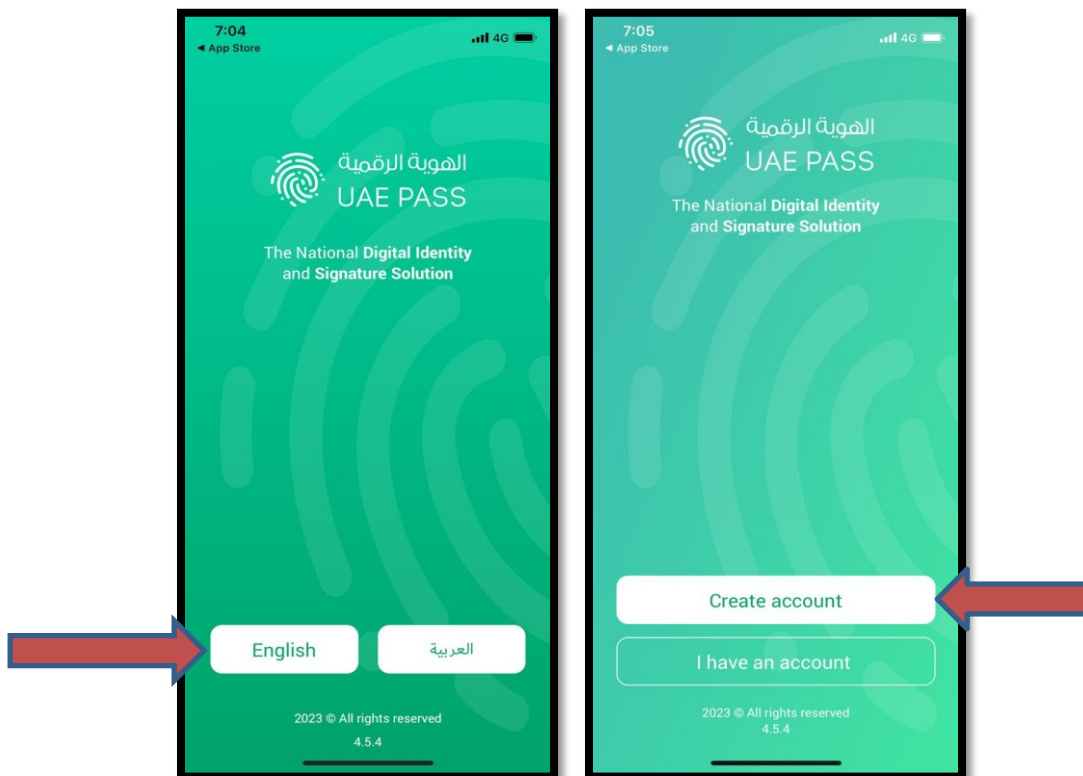
UAE PASS Registration – Foreigner or Visitor with Passport

Step 1: Download the official UAE PASS application through the below links based on your Mobile Phone



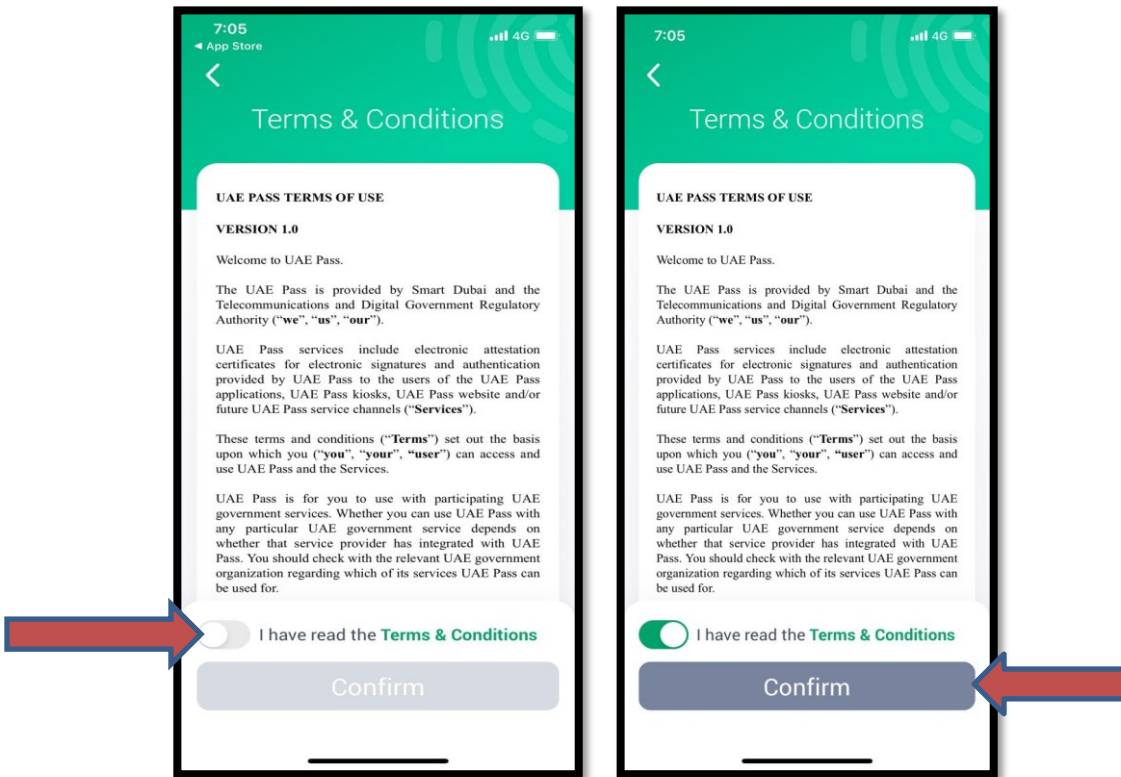
Step 2: Launch UAE PASS from mobile.

Step 3: Choose your preferred language.

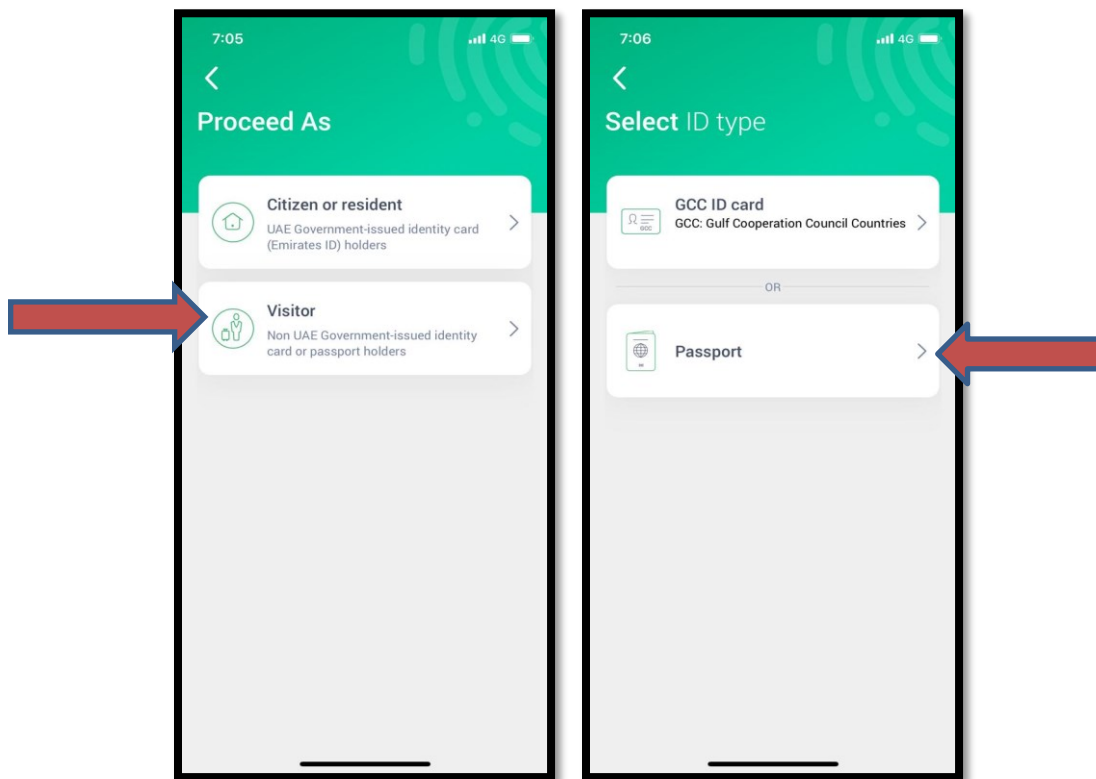


Step 4: To Create new user account – Click on “Create account.”

Step 5: Read the terms and conditions and then Toggle on “I have read the Terms & Conditions” at the bottom of the screen. Click on “Confirm” button to proceed.

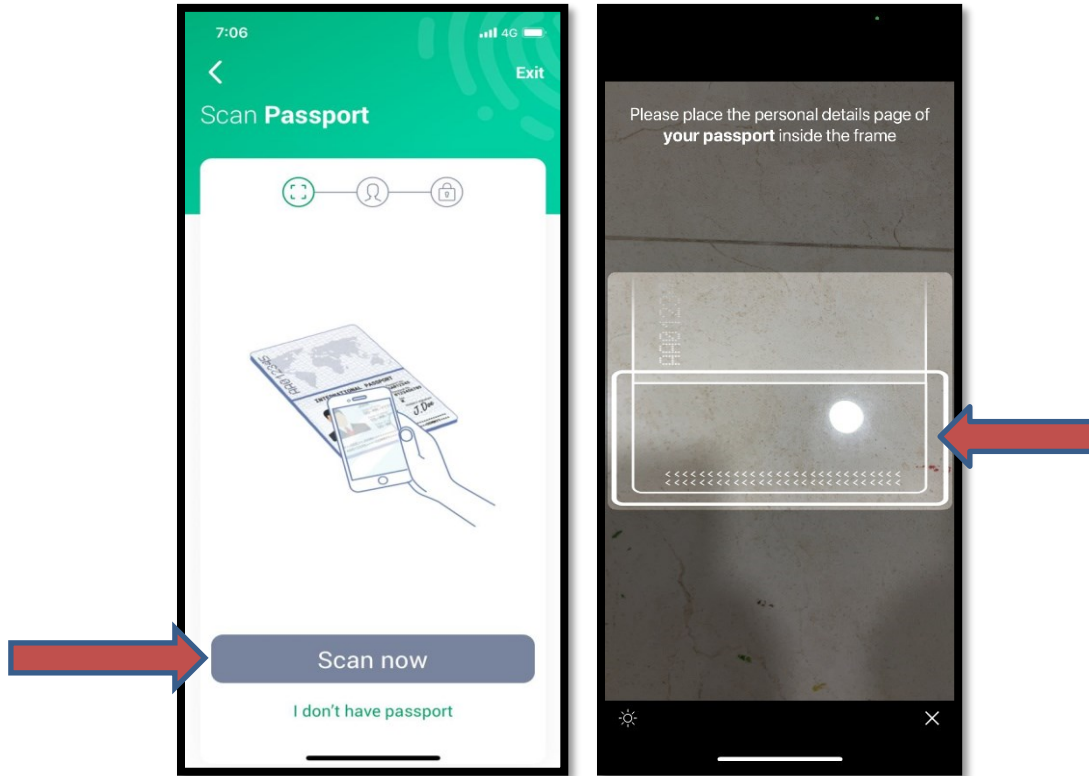


Step 6: Click on “Visitor”. Select “Passport” to proceed.

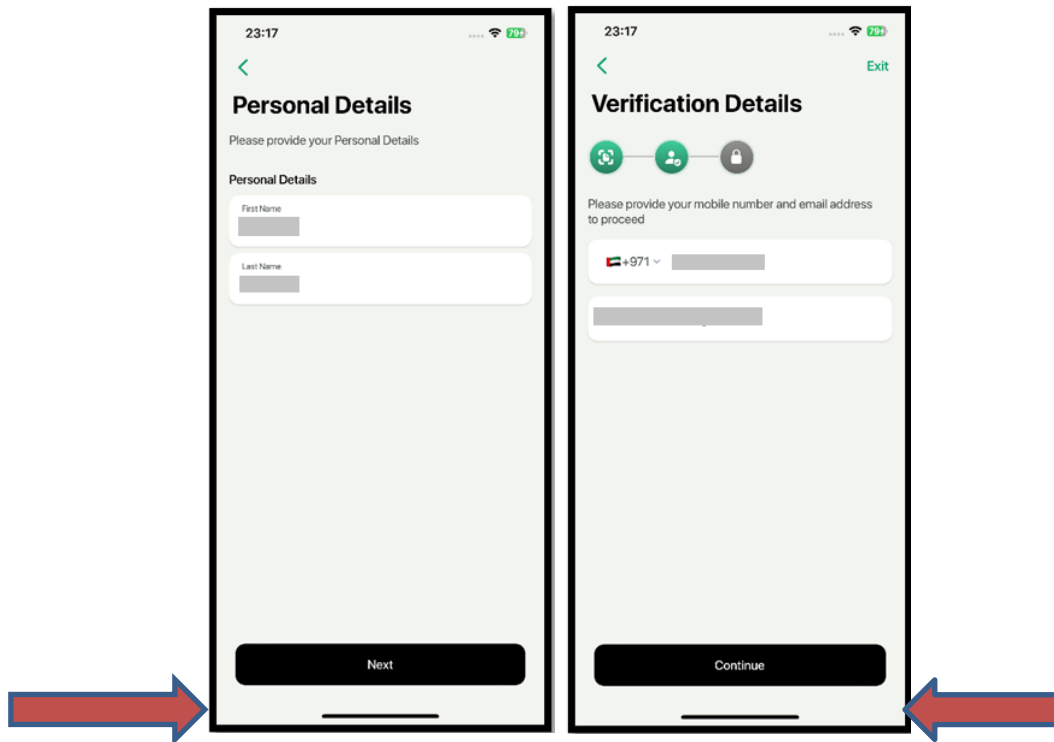


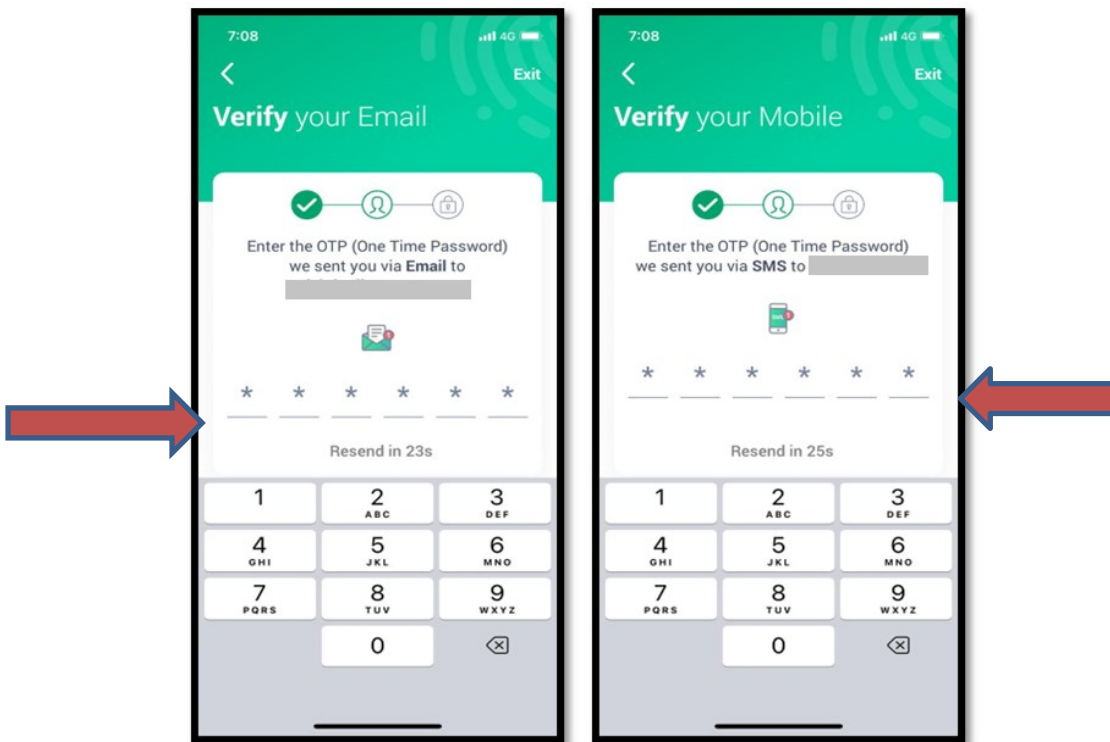
Step 7: To complete registration with Passport details, click “Scan now”.

Step 8: Click on the “Scan Now” option and activate the camera option to scan your passport.

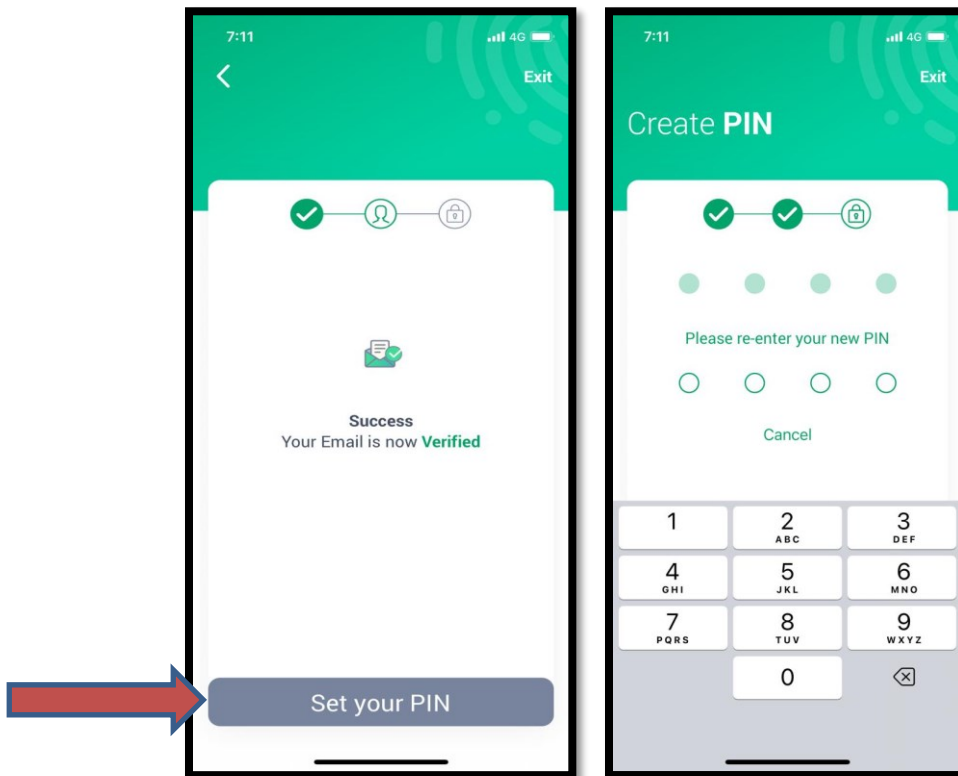


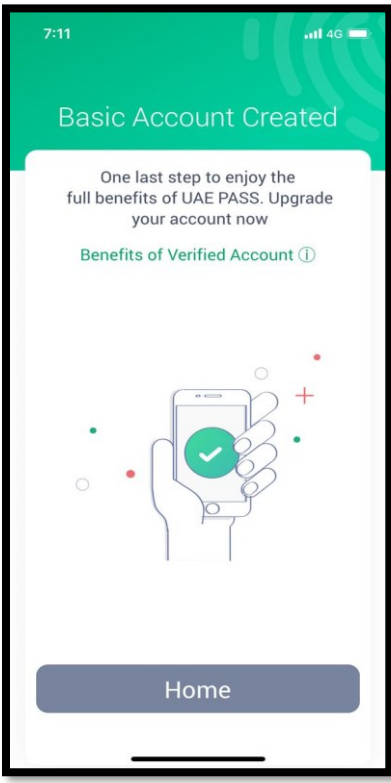
Step 9: Fill Personal details.





Step 10: Set your PIN to complete registration.





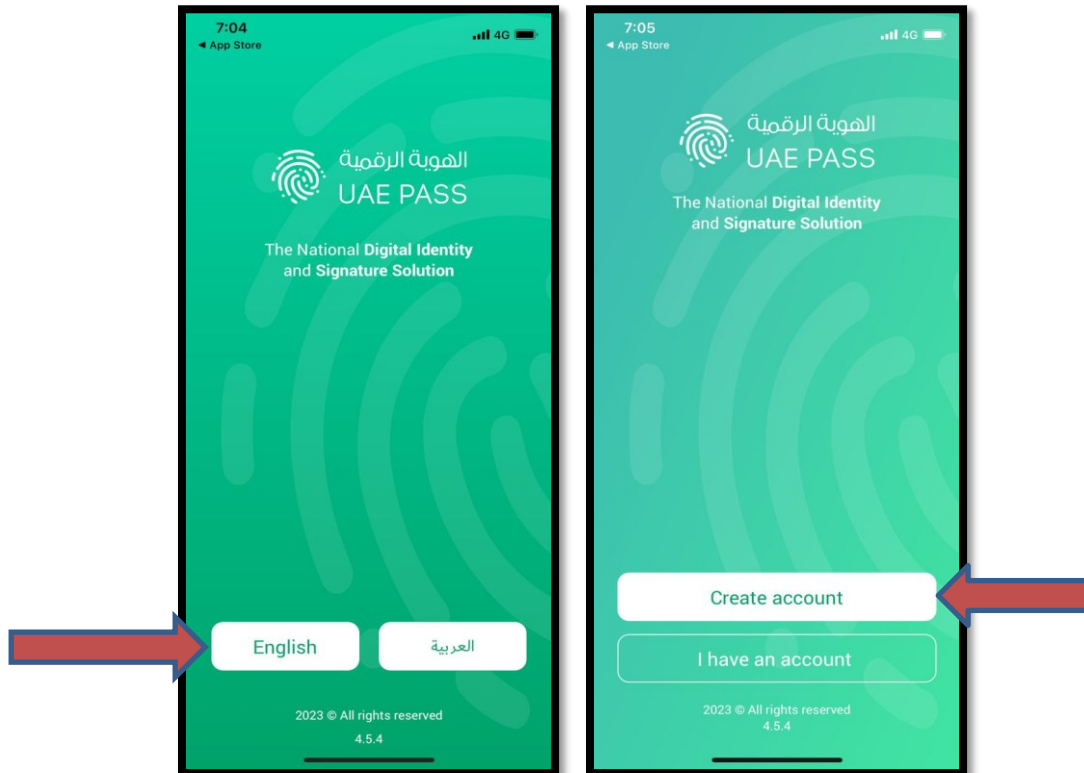
UAE PASS Registration – Foreigner or Visitor without Passport

Step 1: Download the official UAE PASS application through the below links based on your Mobile Phone



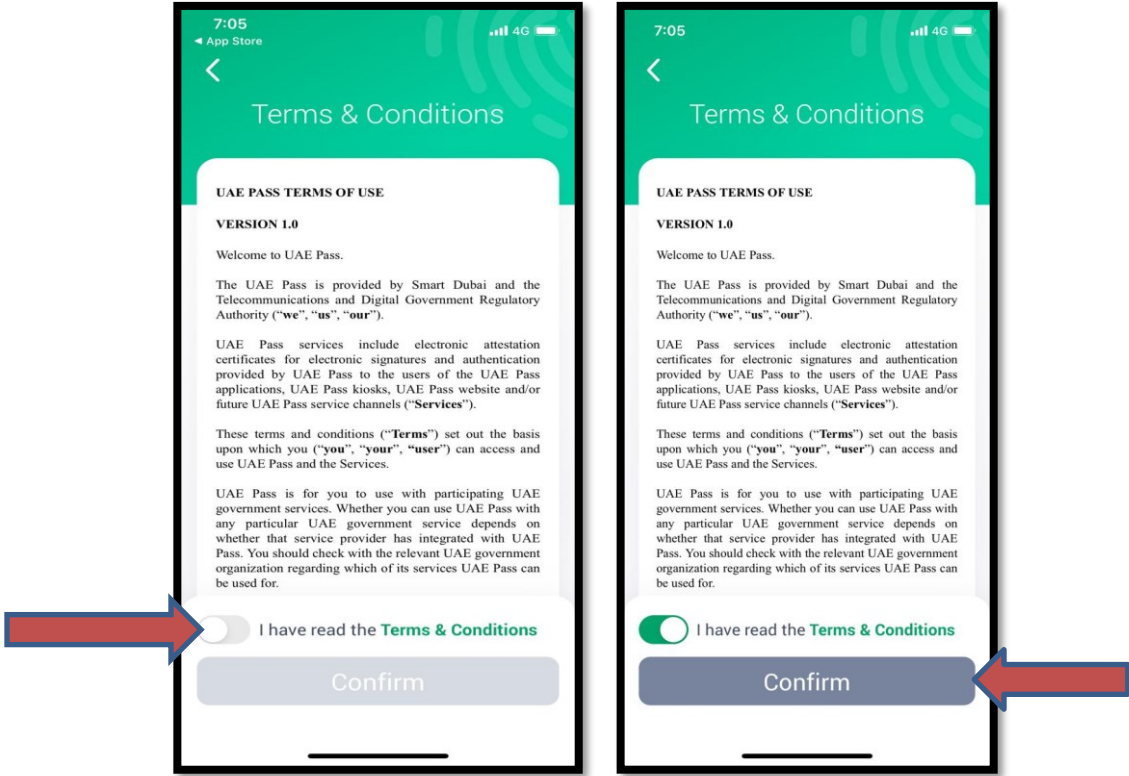
Step 2: Launch UAE PASS from mobile.

Step 3: Choose your preferred language.

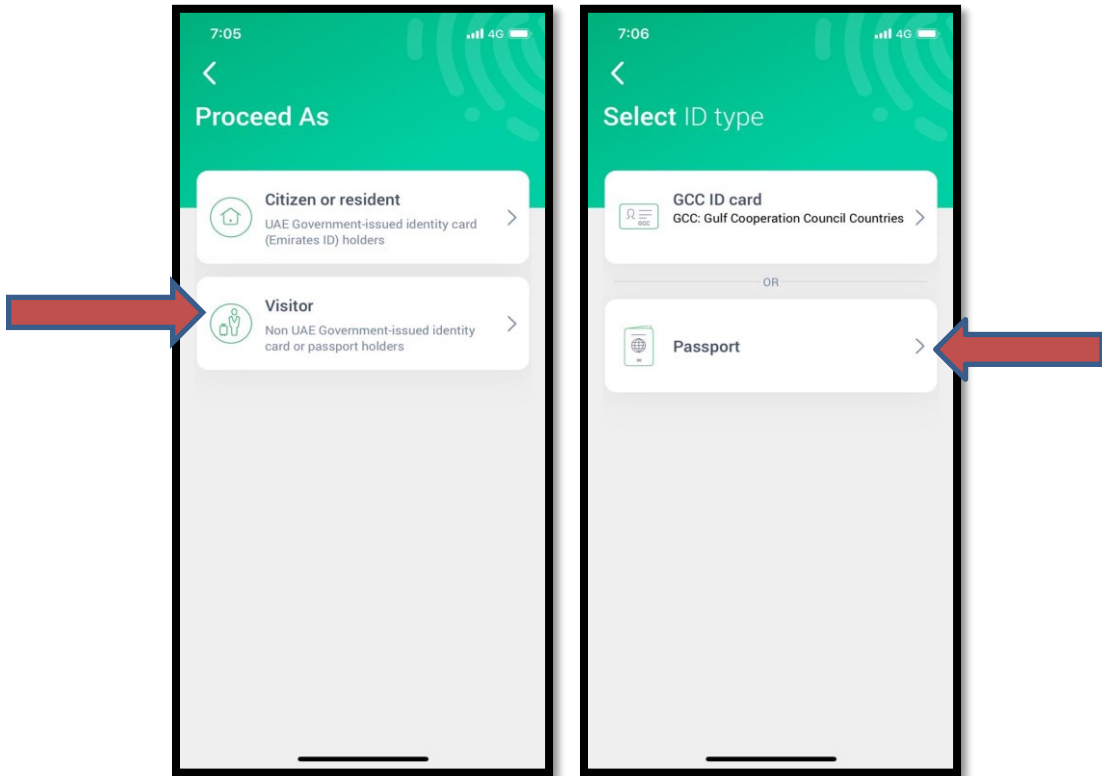


Step 4: To Create new user account – Click on “Create account.”

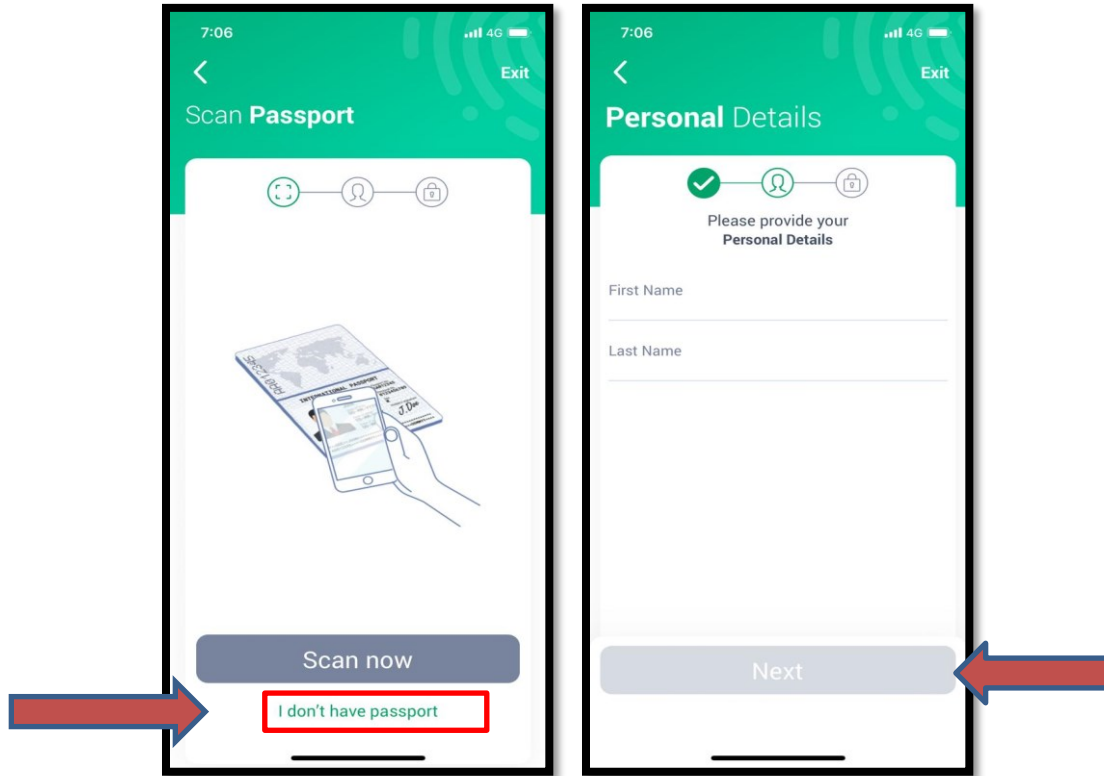
Step 5: Toggle on “I have read the Terms & Conditions” at the bottom of the screen. Click on “Confirm” button to proceed.



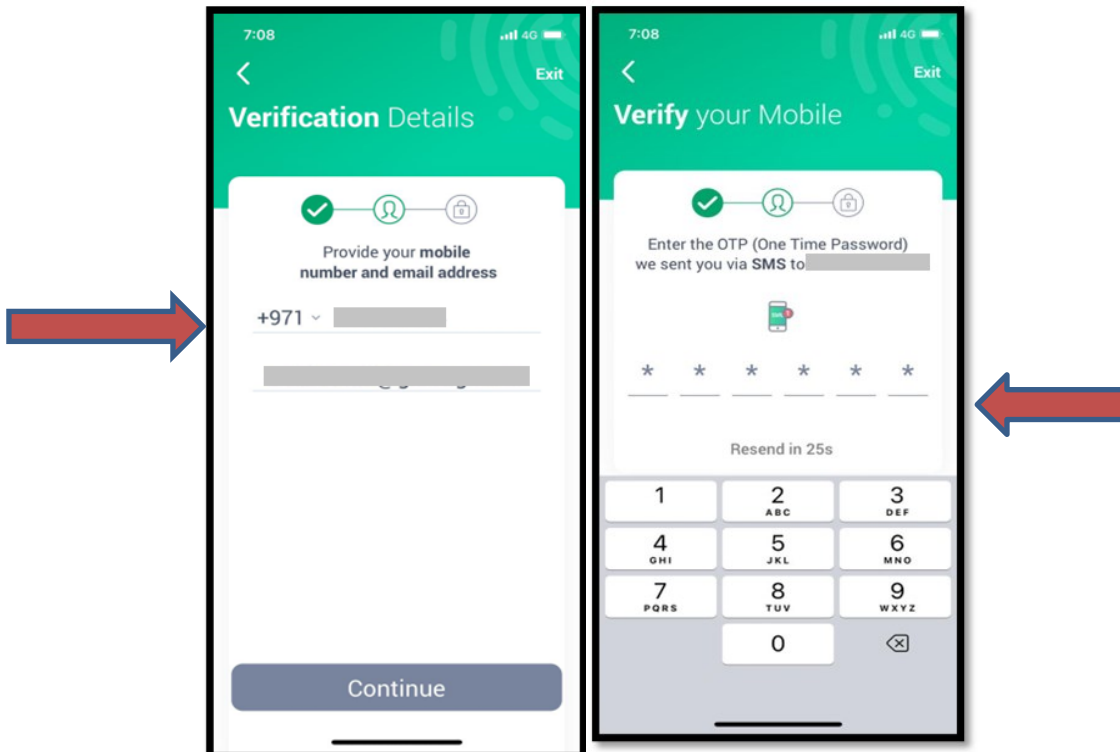
Step 6: Click on "Visitor". Select "Passport" to proceed.

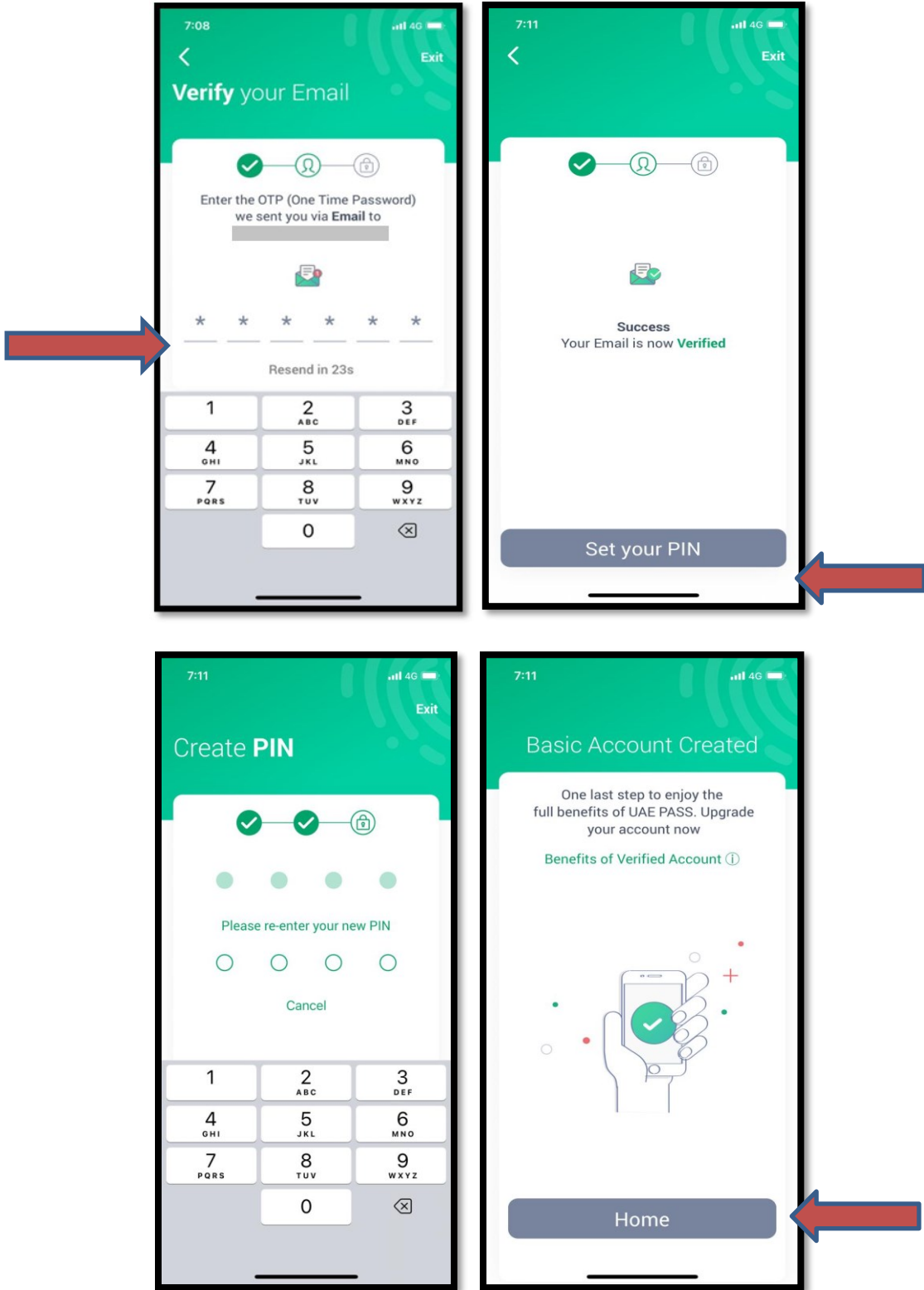


Step 7: To complete registration without Passport, click on “I don’t have passport”.



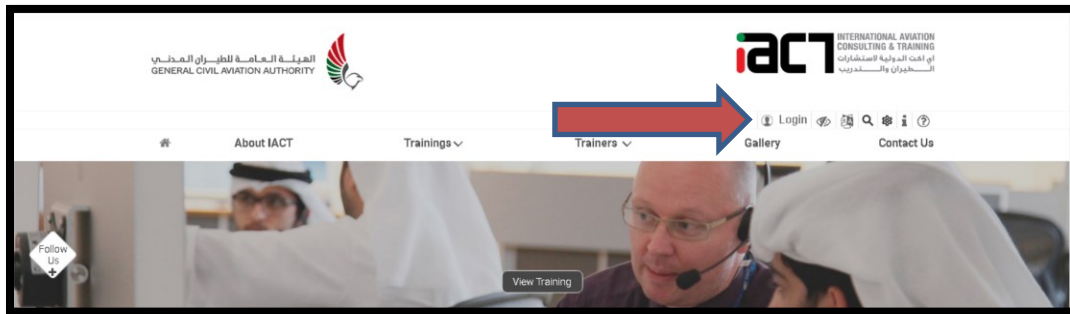
Step 8: Fill Personal details.



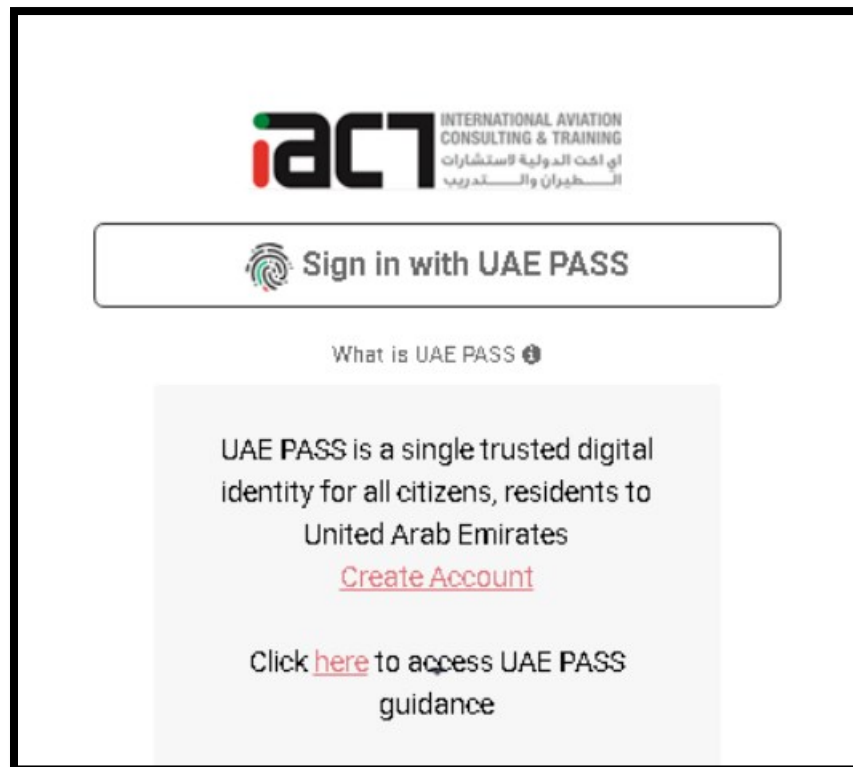


Link IACT account with UAE Pass: Existing IACT User

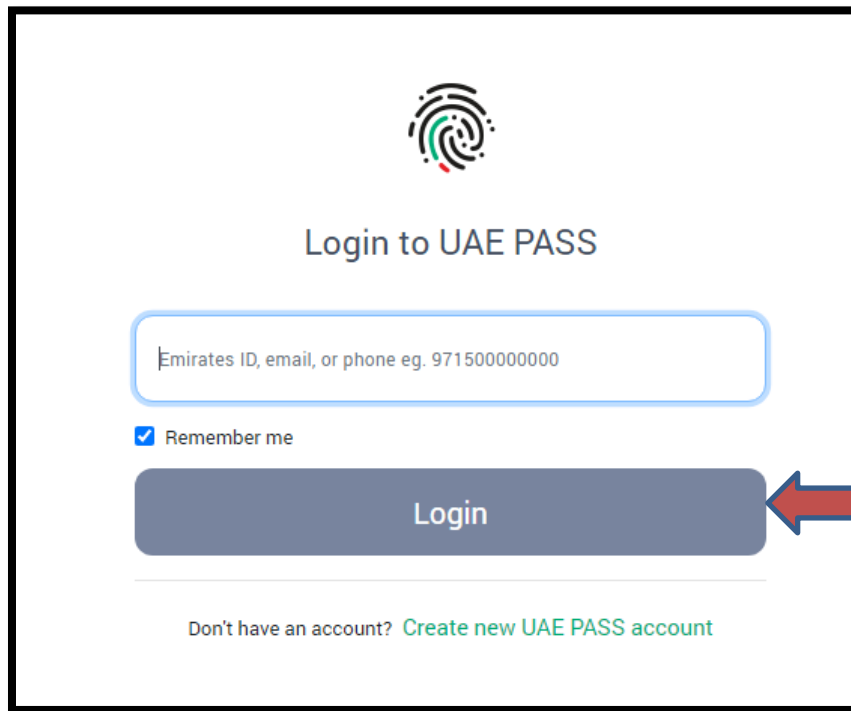
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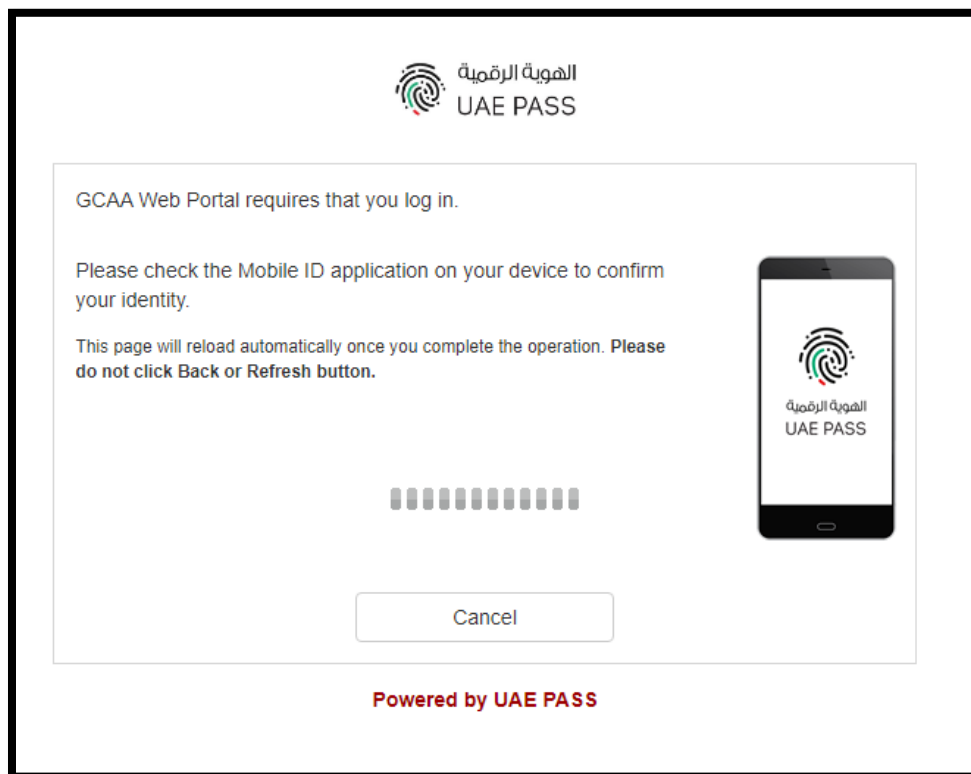
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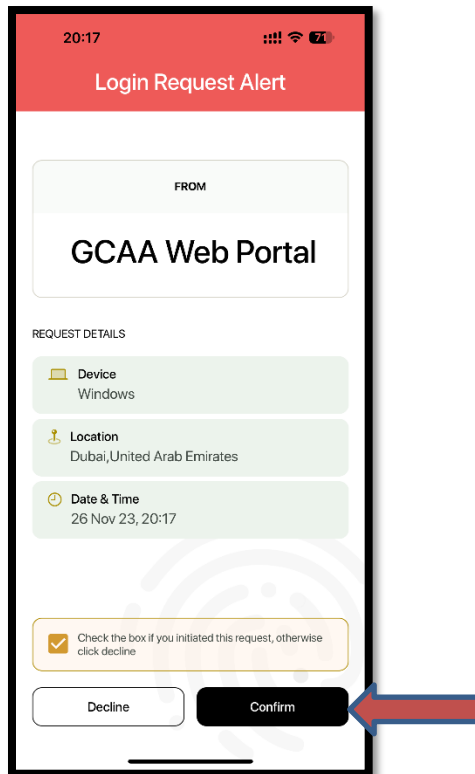
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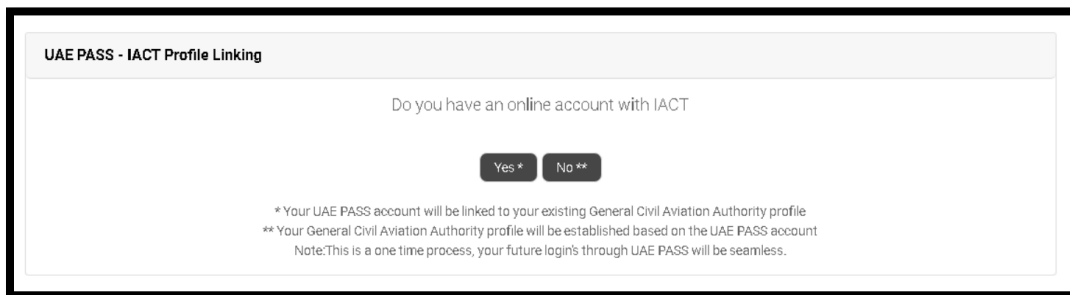
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Step 6: After the successful UAE Pass login, you will be taken to the IACT account linking screen.



This is only one time activity, post link account – users will be redirected to Home Page

Click "Yes *" if you already have an account with IACT

Click "No **" if you don't have an account with IACT

Step 6.1 Redirects to a Linking screen with auto populated account details matching with one of the UAE PASS details.

Link with an existing Username and Password

Email ID

Password

[Forgot password?](#)

Don't have an account with IACT?

Step 6.2 In case we found multiple existing user accounts in IACT Website matching your UAE Pass account details (Emirates ID, Mobile or Email), the below linking screen will appear showing all the matching account for you to select the account you want to link.

Please select the correct account you want to link with UAE Pass to be used in future. Please note that only one IACT account can be linked with one UAE Pass account.

Link with matching accounts with your UAE Pass details

Username	Full Name	Mobile	Account Type	Select
test@gov.ae			Individual	select
test@mygmail.com	Test IACT User		Individual	select

Link with an existing Username and Password

Email ID

Password

[Forgot password?](#)

Once the User clicks on "Select" link from table, Username will be copied automatically in textbox. You need to enter password to link selected account with UAE PASS

Link with matching accounts with your UAE Pass details

Username	Full Name	Mobile	Account Type	Select
			Individual	select
test@mygmail.com	Test IACT User		Individual	select

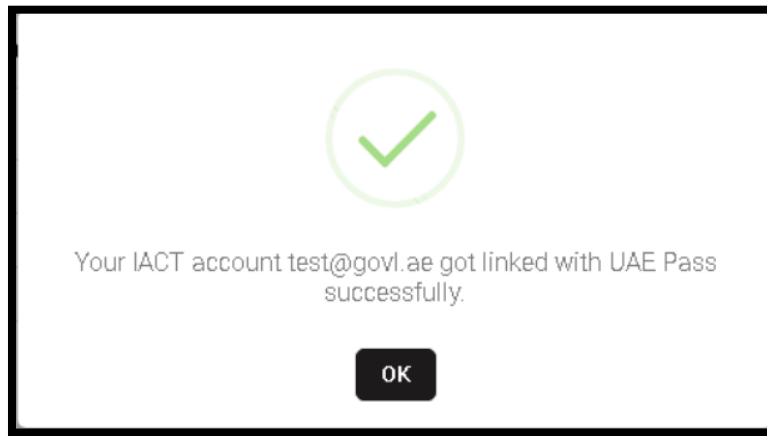
Link with an existing Username and Password

Email ID

Password

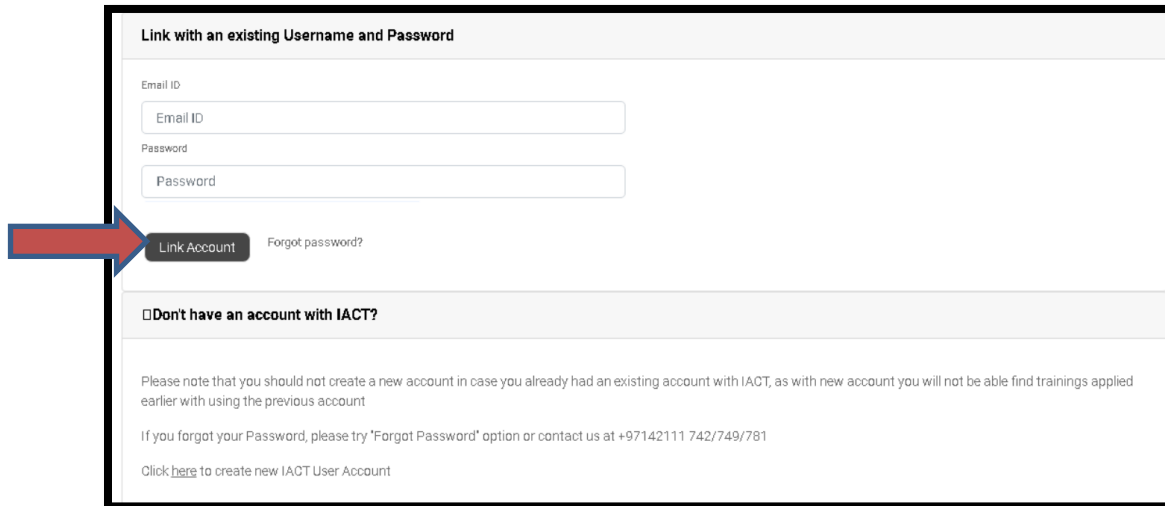
[Forgot password?](#)

You will see the message below after you press “Link Account” button.



Step 6.3 In case UAE PASS information doesn't match with IACT accounts, the screen below appears.

You can provide your known IACT account details and Link.

A form titled "Link with an existing Username and Password". It contains two input fields: "Email ID" and "Password". Below the fields is a dark grey button labeled "Link Account" and a link "Forgot password?". A red arrow points to the "Link Account" button. Below the form is a section titled "Don't have an account with IACT?" with a checkbox. Below this section is a note: "Please note that you should not create a new account in case you already had an existing account with IACT, as with new account you will not be able find trainings applied earlier with using the previous account". Below the note is a line of text: "If you forgot your Password, please try 'Forgot Password' option or contact us at +97142111 742/749/781". At the bottom is a link: "Click [here](#) to create new IACT User Account".

If you don't have an account with IACT, you can click on the link provided in the section below to create a new account.

Link with an existing Username and Password

Email ID

Password

[Forgot password?](#)

Don't have an account with IACT?

Please note that you should not create a new account in case you already had an existing account with IACT, as with new account you will not be able find trainings applied earlier with using the previous account

If you forgot your Password, please try 'Forgot Password' option or contact us at +97142111 742/749/781

Click [here](#) to create new IACT User Account

Link IACT account with UAE Pass: New Individual User without IACT account

Note: Please ensure that you do not have any existing account with IACT. In case of the creation of a new account, you will not be able to access your applications applied with your previous account.

Step 1 – your personal details will be auto populated based on your UAE PASS details.

Home | User Registration

Registration Type
Individual

Personal Information

Full Name*
Test User

Email*
TestEmail@gcaa.gov.ae

Job Title*
Job Title

Contact No*
97150000000

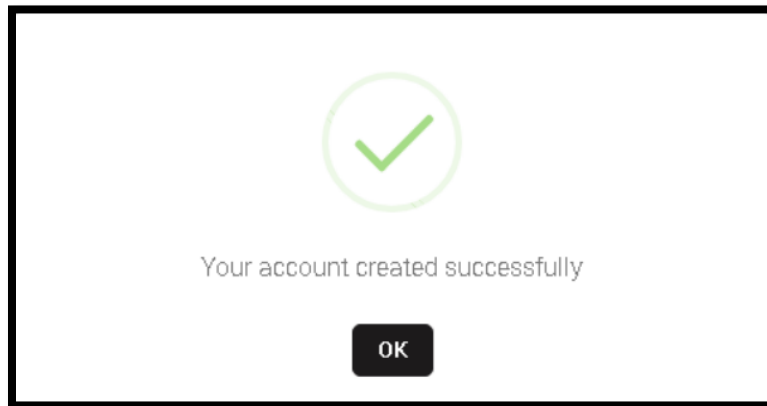
Submit

Below auto filled values and can be updated by user.

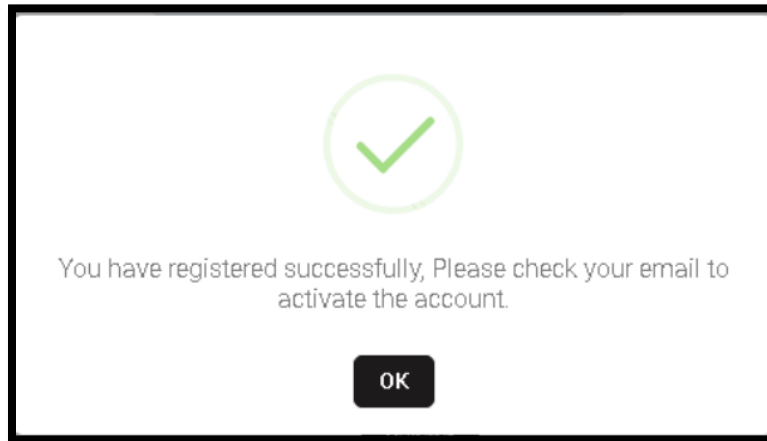
- Full Name
- Email
- Contact No

Step 2 User can review all fields and click on “Submit” to proceed with registration.

Step 3.1 Account will be auto approved and activated incase of Email and Contact No same as UAE PASS



Step 3.2 An activation email triggers to registered email incase of different from UAE PASS auto populated email.



Link IACT account with UAE Pass: New Company User without IACT account

Note: Please ensure that you do not have any existing company user in IACT. In case of the creation of a new account, you will not be able to access your applications applied with your previous account.

Step 1 – Your personal details will be auto populated based on your UAE PASS details.

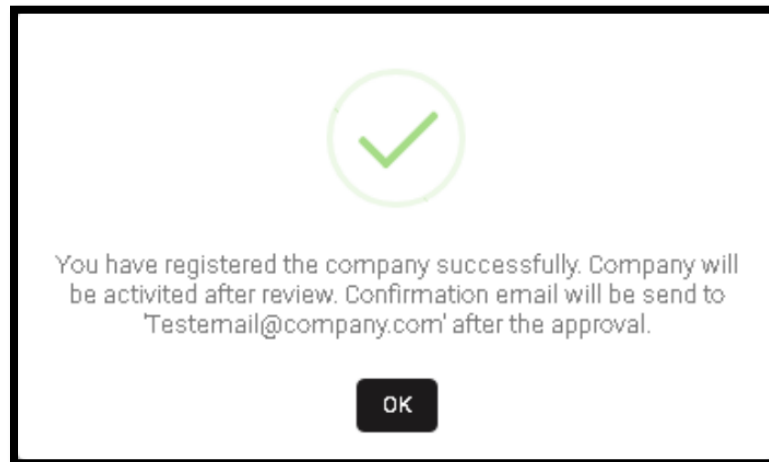
A registration form with a "Registration Type" dropdown menu set to "Company". The form is divided into two main sections: "Personal Information" and "Company Information".
Personal Information:
- Full Name*: Test Company
- Email*: Testemail@company.com
- Job Title*: Learning Coordinator
- Contact No*: 971500000000
Company Information:
- Company Name: Test Company
- Company Address: Test Address
- Email: LC@testCompnay.com
- Company Contact Number: 971500000000
- TRN*: 1234567
- VAT*: DocumentPreview (1).pdf (with a "Browse" button)
A "Submit" button is located at the bottom center of the form.

Below auto filled values and can be updated by user.

- Full Name
- Email
- Contact No

Step 2 User can review all fields and click on “Submit” to proceed with registration.

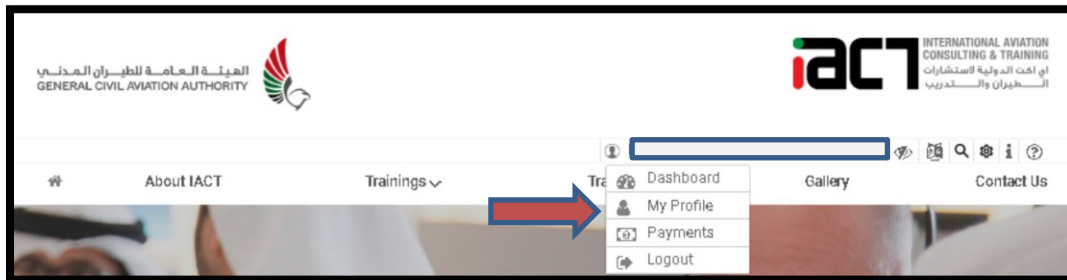
Step 3 Account will be created and will be activated post IACT admin approval



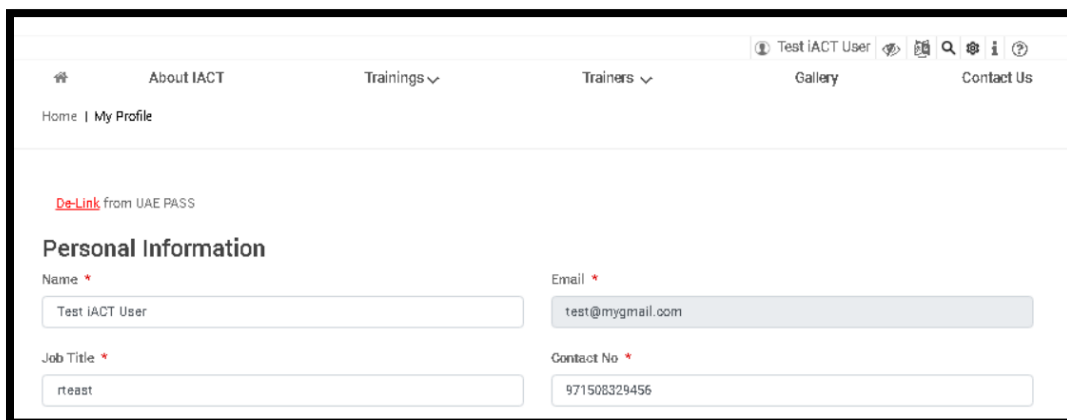
De-Link IACT account from UAE Pass

UAE PASS can be de-linked from My Profile from below steps

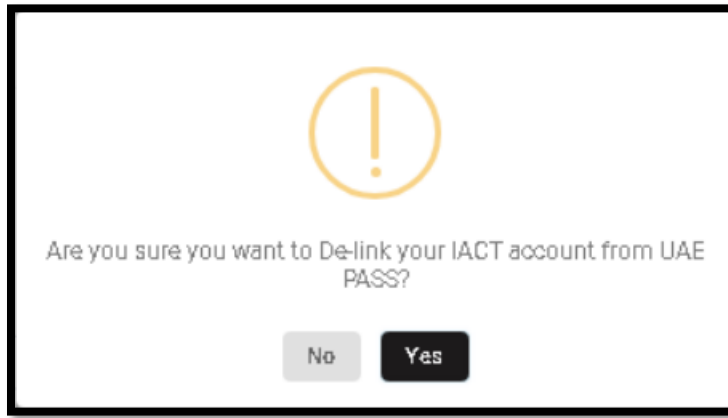
Step 1: Login to IACT site and click on My profile



Step 2: click on “De-Link” from UAE PASS



Step 3: confirmation popup appears to De-Link account

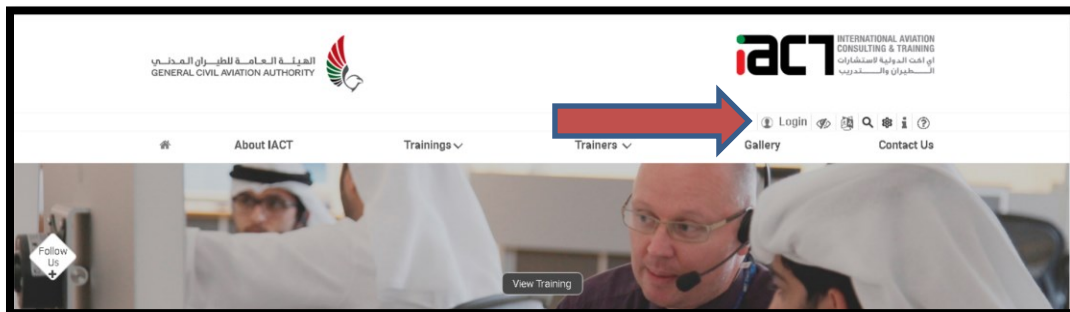


Step 4: Account will be automatically de-linked from IACT and redirects to homepage.

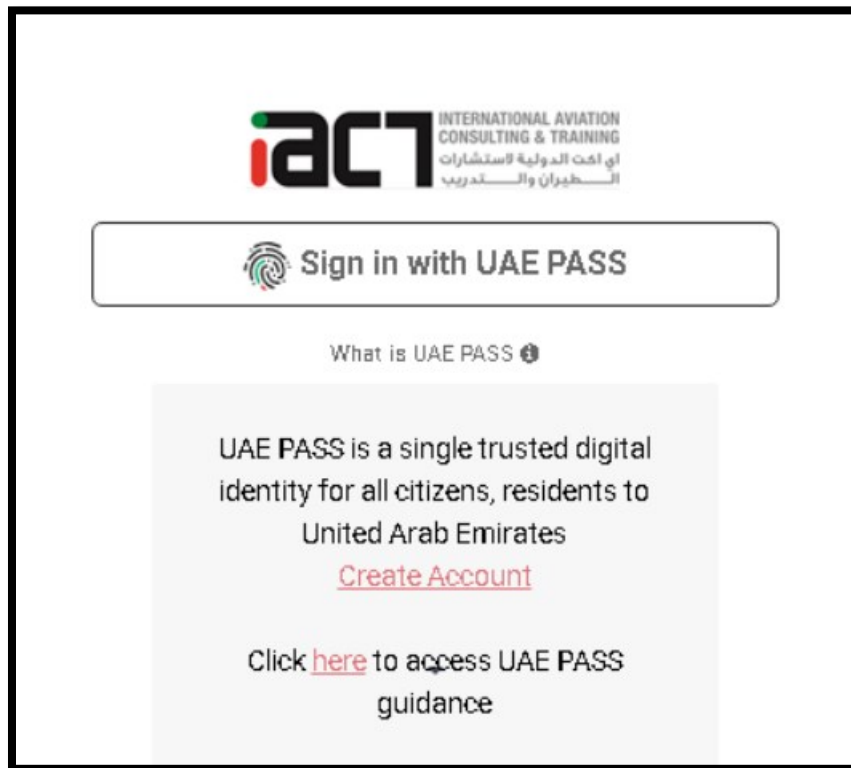
Reset IACT account

Account can be reset after UAE PASS login only. Follow below steps to reset your IACT account.

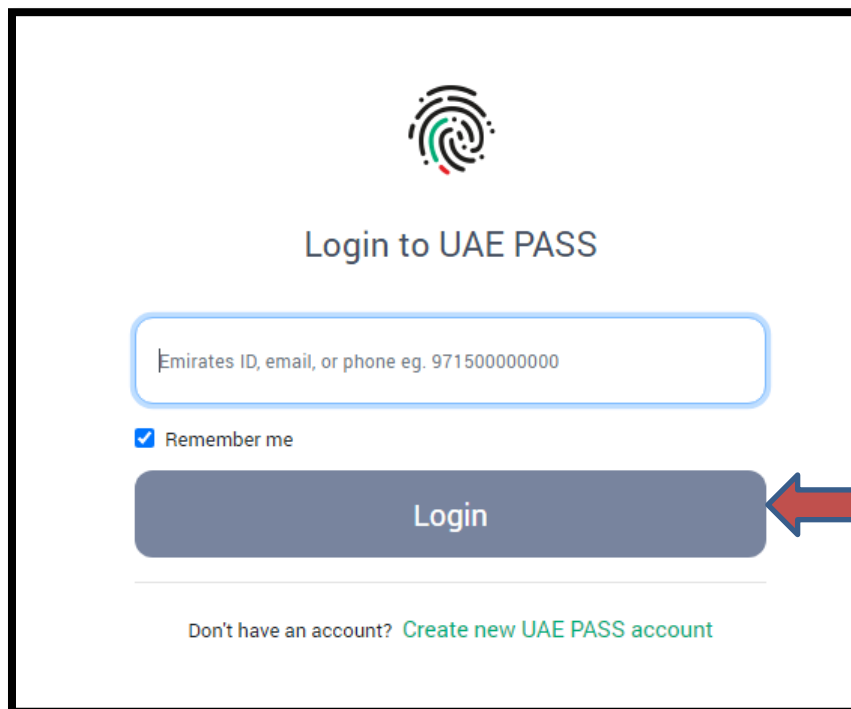
Step 1: Kindly access <https://www.iact.ae> and select the "login" option to open the login screen.



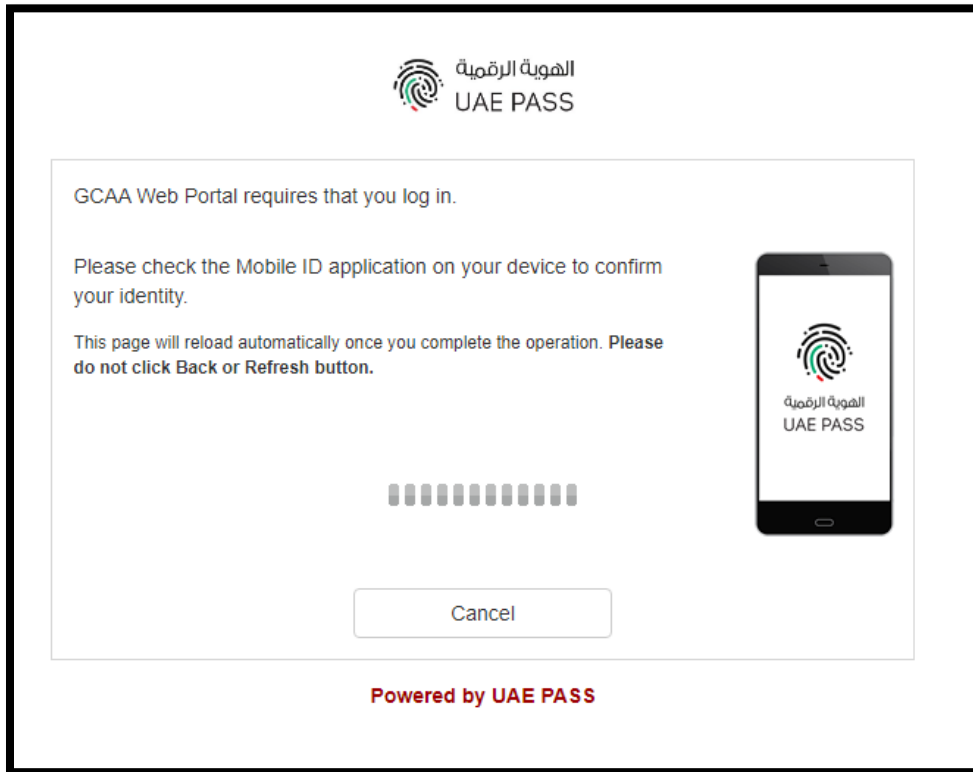
Step 2: Click on "Sign in with UAE PASS" to login.



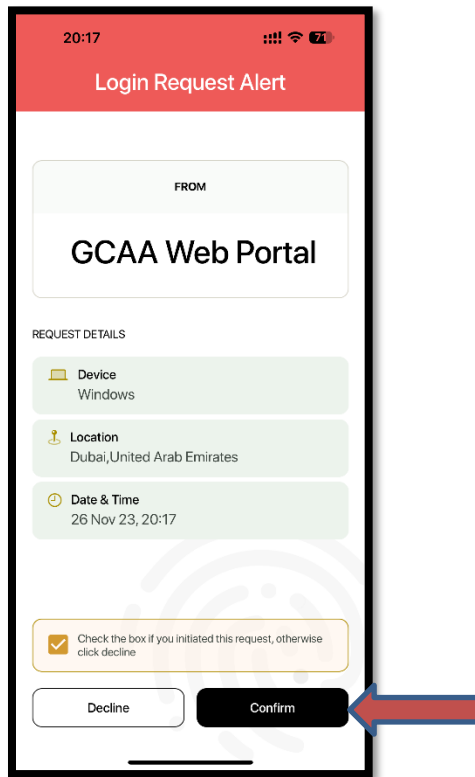
Step 3: Provide any one of your Mobile or Phone or Emirates ID (if available) which were used to register with UAE PASS



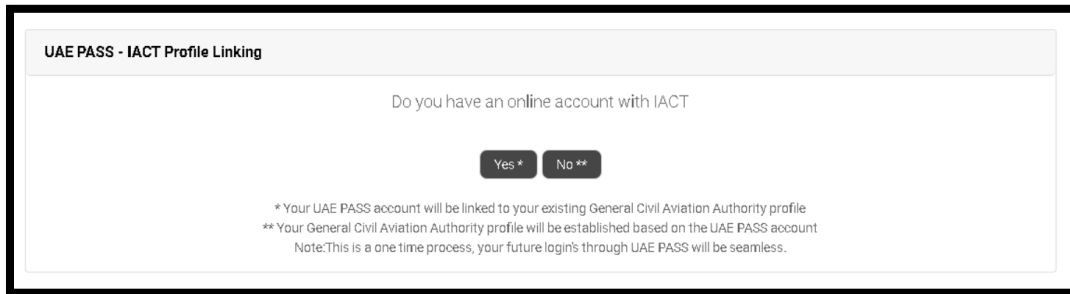
Step 4: It will prompt on your mobile phone for approval.



Step 5: Your UAE Pass Mobile app will then show the below screen asking you to authorize the requested login on IACT website or Mobile App.



Step 6: After the successful UAE Pass login, you will be taken to the IACT account linking screen.



This is only one time activity, post link account – users will be redirected to Home Page

Click “Yes *” if you already have an account with IACT

Click “No **” if you don’t have an account with IACT

Redirects to a Linking screen with auto populated account details matching with one of the UAE PASS details.

Step 7: Click on “Forgot Password” link to reset your account

Link with an existing Username and Password

Email ID
test@gcaa.gov.ae

Password
Password

Link Account Forgot password?

Don't have an account with IACT?

Step 8: Enter your registered IACT email and click on submit button

Login with your IACT credentials

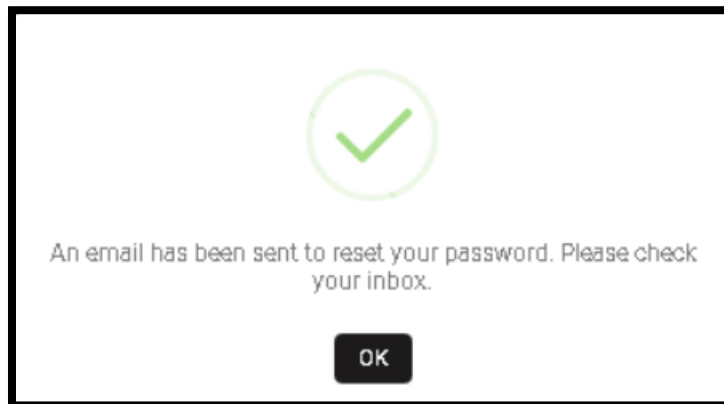
Email ID

Submit Cancel

Note: This is a one time process, your future login's through UAE PASS will be seamless.

Don't have an account with IACT? Register now

Step 9: Email triggers to reset account password.



Getting Help

- Call +971 4 2111 742/ 749/ 781
- E-Mail us at info@iact.ae
- Submit inquiry or complaint [here](#)
- Visit [Contact Us](#) page

Contact Us



Email: info@iact.ae
Tel: +971 4 2111 742/ 749/ 781
Fax: +971 4 2111503

Name *

Contact Number *

Email *

Message

I'm not a robot



Submit