



NMLS User Profile Management

Introduction

The NMLS User Profile is where you can:

- Edit your account information.
- Change your password.
- Add or edit your account recovery details.
- Add accounts to your primary NMLS login.
- Switch between NMLS accounts.
- Access the NMLS home screen.

Accessing the User Profile

1. Log in to NMLS.
2. Select the **edit** link in the upper-right corner of the NMLS, next to your email address. You can also select the **User Profile** link on the Home tab. Then select the **Update User Profile** button.

Note: Your primary NMLS account username is available at the top of the User Profile screen, as well as your login and recovery email, which can also be used as your NMLS username.

Editing Account Information

1. Select the **Edit Info** button for the desired account from the User Profile screen.
2. Make the desired edits.
3. Select the **Save Changes** button.

Note: You cannot update the name for an individual NMLS account from the User Profile. You must submit a filing for that change. If you are a state-licensed MLO, see the [Individual \(MU4\) Amendments](#) guide for more information. If you are a federally regulated MLO, see the [Amending an MU4R](#) guide for more information.



Changing Your Password

1. Select the **Recovery Details** tab.
2. Select the **Change Password** button.
3. Change your password.
4. Select the **Change Password** button.

Result: A notification appears indicating that your password has been changed.

Adding or Editing Your Account Recovery Details

1. Select the **Recovery Details** tab.
2. Select the **Add/Edit** button.
3. Enter your password.
4. Select the desired recovery method from the Recovery Method drop-down menu.
5. Enter the recovery method information.
6. Select the **Submit** button.
7. Verify the account recovery method by copying the one-time verification code that is sent to the email address or phone number you provided.

Note: If you haven't received your code after a few minutes, check your spam folder or select the **Resend Code** link on the confirmation page.

8. Select the **Verify** button.
9. Select the **Return to NMLS Profile** button.

Adding Accounts to Your Primary NMLS Login

1. Select **My Accounts** from the User Profile drop-down menu in the upper-right corner of the User Profile screen.
2. Select **Add Another Account**.
3. Enter the username and password of the NMLS account you want to add.
4. Select **Add Account**.



5. If you are adding an individual account, enter your Social Security number and date of birth.

Note: You only need to enter this information once.

Result: The added accounts appear in the list of available accounts on the Switch Accounts screen.

Switching NMLS Accounts

1. Select **My Accounts** from the User Profile drop-down menu in the upper-right corner of the User Profile screen.
2. Select the desired account.

Note: If you have several accounts, it is recommended to use the CTRL+F feature of your web browser to search for accounts on the Switch Accounts screen.

3. Select **Log In**.

Accessing the NMLS Home Screen

Select the **Home** button in the upper-right corner of the screen.

Contact the NMLS Call Center with any questions.

1-855-665-7123

Monday - Friday from 9:00AM to 9:00PM ET

Available from all U.S. States and Territories.