Creating an Account in DPRIS

1. Go to the website [https://www.dpris.dod.mil/](https://www.dpris.dod.mil/). If you get a security warning, go ahead and click the “continue to this website” link.
2. Next, click the Register Now button in the bottom right hand corner of the site.
3. Click the Accept button on the Privacy and Security Statement.
4. Enter “ODVS_12212012” as the Agency ID and click Submit. (Do not include the quotes)
5. Please fill out the form completely. Don’t forget to select a Manager by clicking on the drop down next to Manager and selecting “Tom Gase” from the list.
6. After you have completed the form, click the Submit button. An email will be sent to the Manager for final approval.
7. Once we confirm all of the paperwork has been submitted, your account will be approved. You will receive an email when the account is ready. This could take a number of days after you request the account.

![New User Registration Form](image-url)