



**myNOVA (VCCS) MFA – Push Notification**

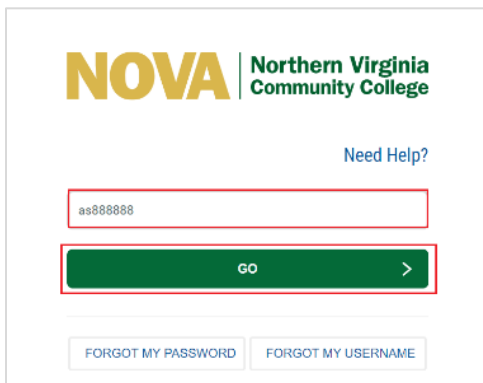
This guide details the steps to setup myNOVA (VCCS) Multi-factor Authentication (MFA) with push notification using your mobile device.

**Note:** If you experience any issues following these steps, please contact the IT Help Desk by phone at 703-426-4141 or email at [ithelpdesk@nvcc.edu](mailto:ithelpdesk@nvcc.edu).

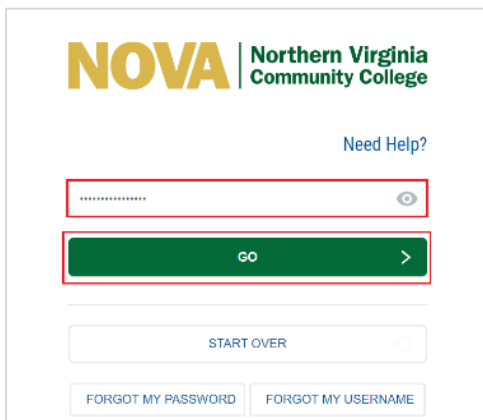
*Enroll Mobile Device*


**Note:** You must enter your mobile number in SIS to setup and use MFA. Follow [these instructions](#) to enter your mobile number in SIS.

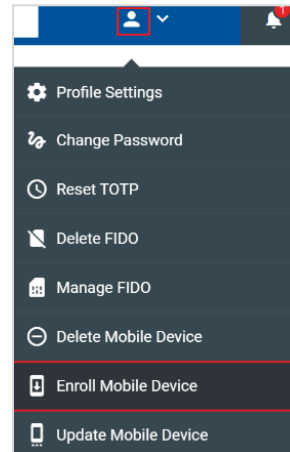
1. Go to <https://identity.my.vccs.edu/>.
2. Enter your myNOVA (VCCS) username and click the **GO** button.



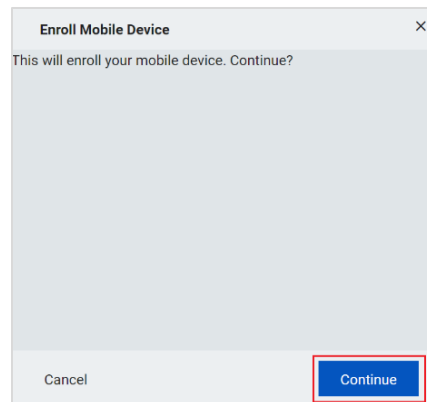
3. Enter your myNOVA (VCCS) password and click the **GO** button.



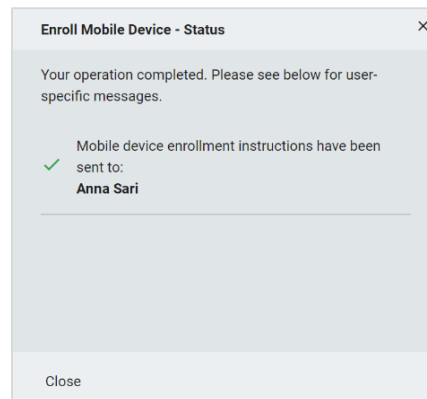
4. Click the  icon at the top of the Applications page and select **Enroll Mobile Device**.



5. Click the **Continue** button when prompted.



6. A message displays stating the operation was successful. Click the **Close** button.

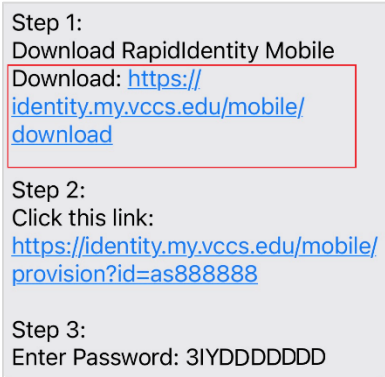


7. Receive the instructions as a text message

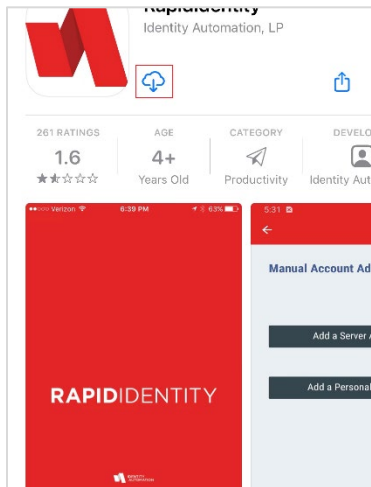


*Set up RapidIdentity App*

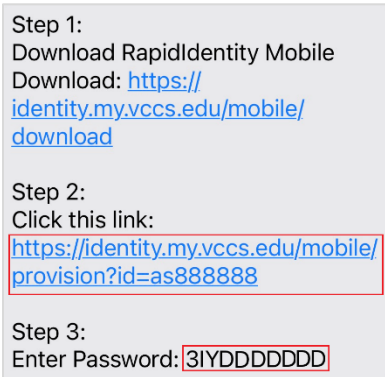
1. Click the Step 1 link in the text message.



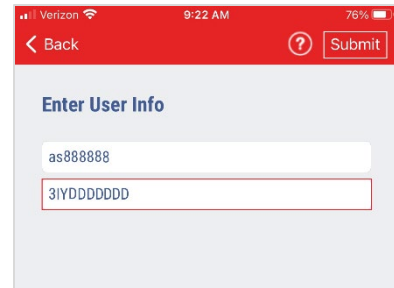
2. Download the RapidIdentity app



3. Copy or remember the password in Step 3 in the text message.
4. Click the Step 2 link in the text message.

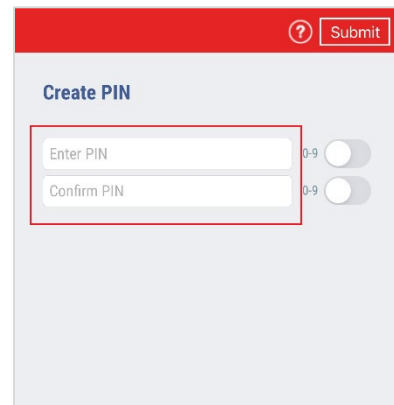


5. Paste or enter the password and tap **Submit** when the RapidIdentity app launches.

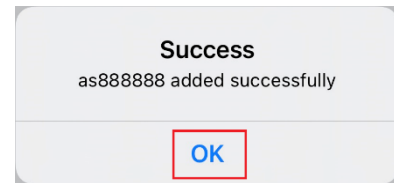


6. Enter a 6-digit PIN and tap **Submit**. This PIN is used to access the app.

**Note:** If you have FaceID or TouchID configured on your mobile device, it will be used as a backup if biometric authentication fails.



7. A message displays stating you have been successfully added. Tap **OK**.





*Sign In to myNOVA (VCCS) with MFA*

1. Go to <https://identity.my.vccs.edu/>.
2. Enter your myNOVA (VCCS) username and click the **GO** button.

**Note:** If you fail authentication twice, please wait at least **15-20** minutes to reattempt or risk account lockout.

3. PingMe Authentication starts when push notification is enabled. Launch the RapidIdentity app if the app is not open.

4. Tap **Approve**.

5. If configured for biometric authentication, use FaceID or TouchID to authenticate.

6. If not configured for biometric authentication or if biometric fails, enter the PIN and tap **Approve**.