Regulated Professions Database (REGPROF)
REQUESTING ACCESS

Summary – In every EU country, a number of professions are regulated (e.g. pharmacists or architects). These are professions to which access is conditional upon the possession of specific qualifications or for which the use of a specific title is protected. To make it easier for EU citizens to find information about regulated professions, the European Commission has set up an online database on professional access requirements across the EU. While consulting this database is open to everyone, contributing to the database is subject to authentication and access control.

Authentication is provided by registering a secure account with the Commission's authentication system known as *EU Login*; once such an account is created, access to REGPROF can subsequently be requested by performing an initial login to the database.

This Quick Guide explains how to create a valid EU Login account and subsequently request access to REGPROF.

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I. Registering an EU Login account

In order to get access to REGPROF as a registered user, you need to have a valid EU Login account. Registering an EU Login account is a 2-step process. Step 1 consists in completing and submitting an online form with your name and email address; step 2 is when you receive a verification email and click a link in the message to set your EU Login password. Please skip this step if you already have a valid EU Login account that you are using for some other purposes.

To register to an EU Login account:

1. Open the REGPROF start page at:
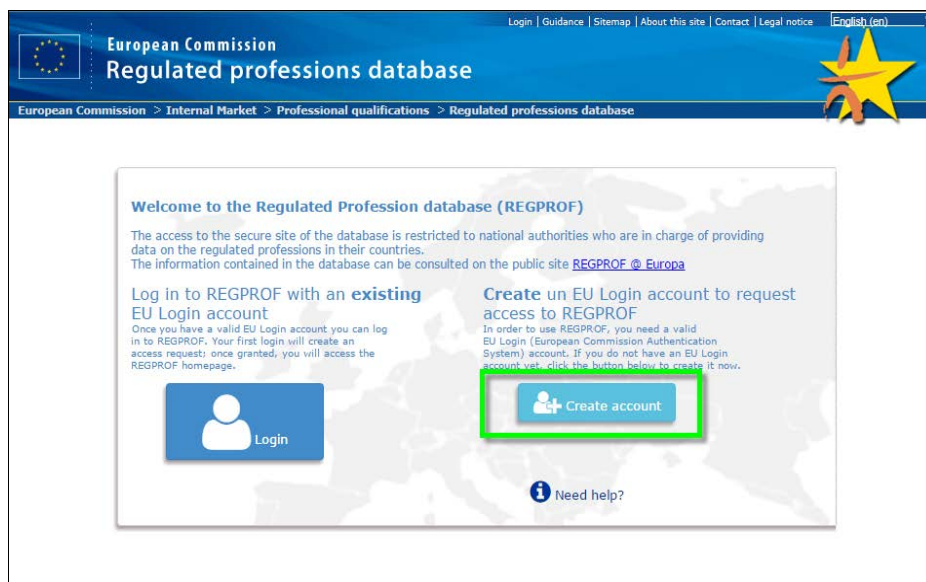   https://webgate.ec.europa.eu/regprof/index.cfm?

2. Click **Create account**:

Figure 1. REGPROF login page page

Result: The *EU Login – Create an account* page appears:

Figure 2. EU Login: 'Create an account' page

3. Complete *EU Login: Create an account* page as follows:

   – enter your first name and last name,

   – enter your professional email address, and then repeat it for confirmation in the next input box,

   – select your language,

   – enter the text displayed in the security image,

   – read the privacy statement and accept it by selecting the check box,

   – click **Create an account**.

   Result: You are then informed that an email will be sent to you.
   The email will be sent to the email address that you specified in the previous step in a few minutes. It will contain a link to set a password for your EU Login account.

4. Open the Inbox associated to the email account with which you registered to the EU Login authentication system, and open the email message that was sent to you by *European Commission Authentication Service.* Click the **this link** hyperlink in the email:
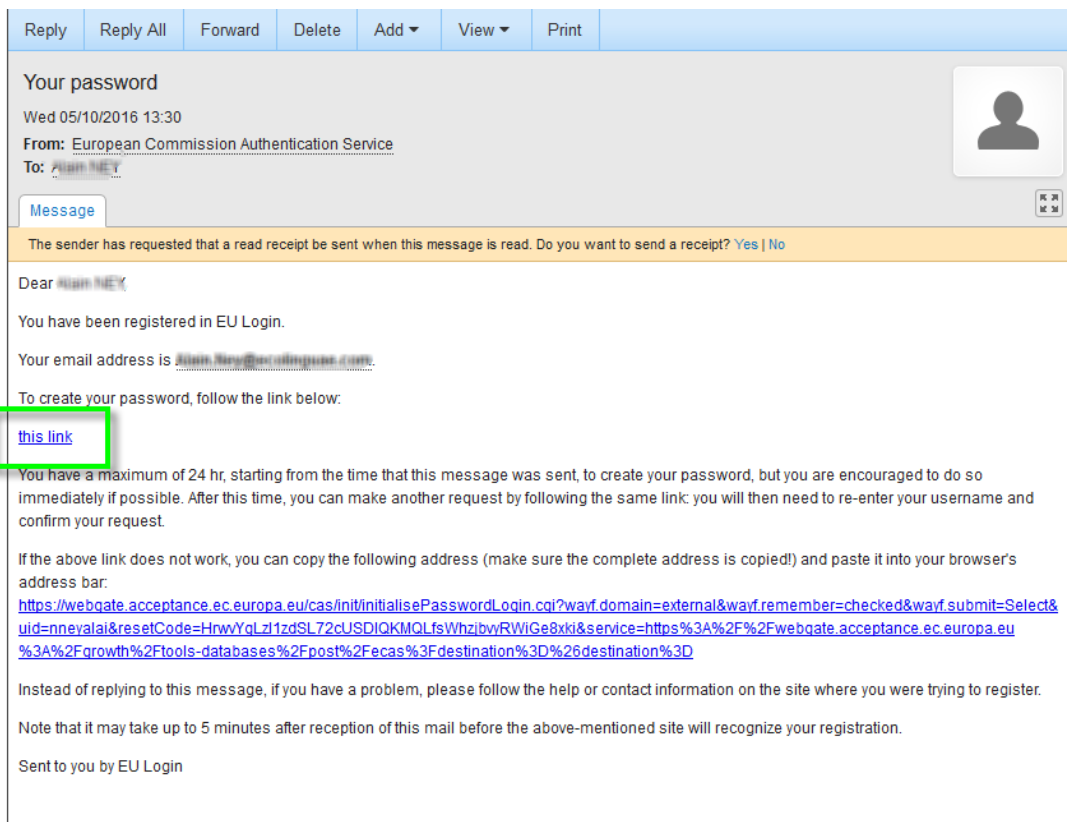
Figure 3. EU Login verification email with link to set a password

24h restriction

Please note that you have **only 24 hours** to click the link in the email. Beyond that delay, the original email link will no longer work *you* will have to request a new first password by clicking the **Lost your password?** hyperlink on the second part of the *EU Login: Sign in* page (see Fig. 7). A new email, with a new password initialisation link, will then be sent to your email address.

5. On the *New password* page, enter a password of your choice (please observe the password format requirements at the bottom of the page), repeat the password in the next box and click **Submit**.

Figure 4. EU Login 'New password' page

Result: The system informs you that your EU Login password has been successfully initialised. You now have a valid EU Login account with a password of your choice. With this information, you should now perform an initial login to REGPROF, as described below.

II. Performing an initial login

Once you have a valid EU Login account, the next step is to use it for performing an initial login to REGPROF. This action will automatically create an access request for you in REGPROF. The REGPROF team will then review your request and contact you in order to assign appropriate rights to the database. You will be immediately notified by email as soon as your access is set up.

To perform an initial login:

1. Return to the REGPROF login page at https://webgate.ec.europa.eu/regprof/index.cfm? and click **Login**:
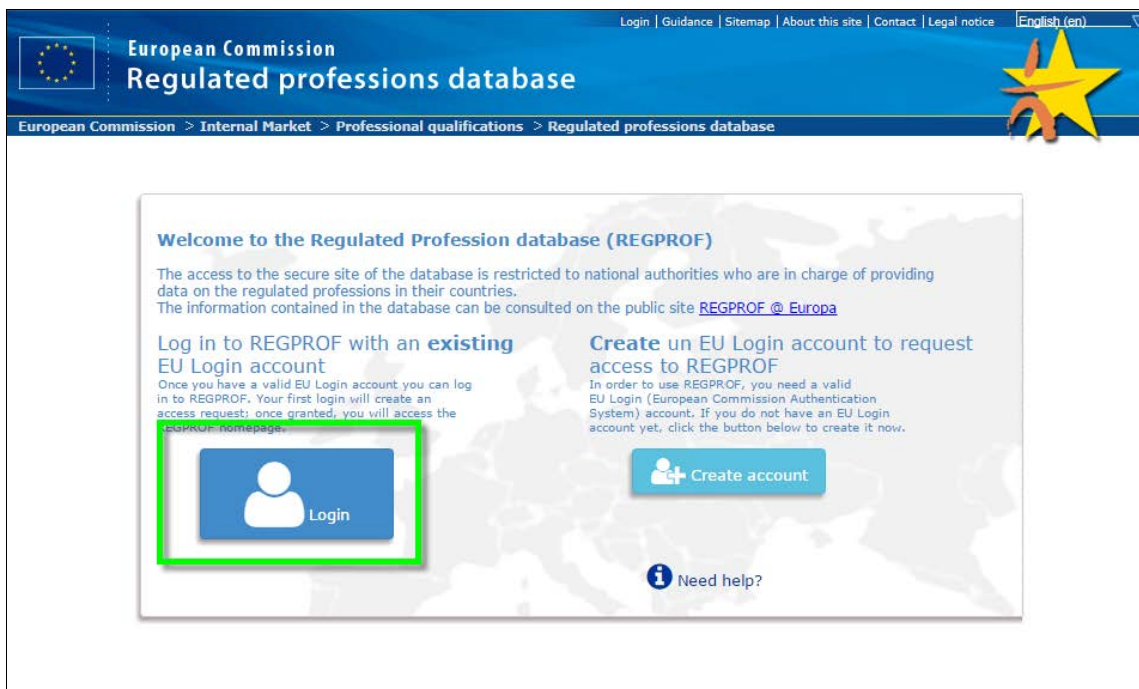

Figure 5. REGPROF login page

Result: The first part of the *EU Login – Sign in* page prompts you to enter your email address:
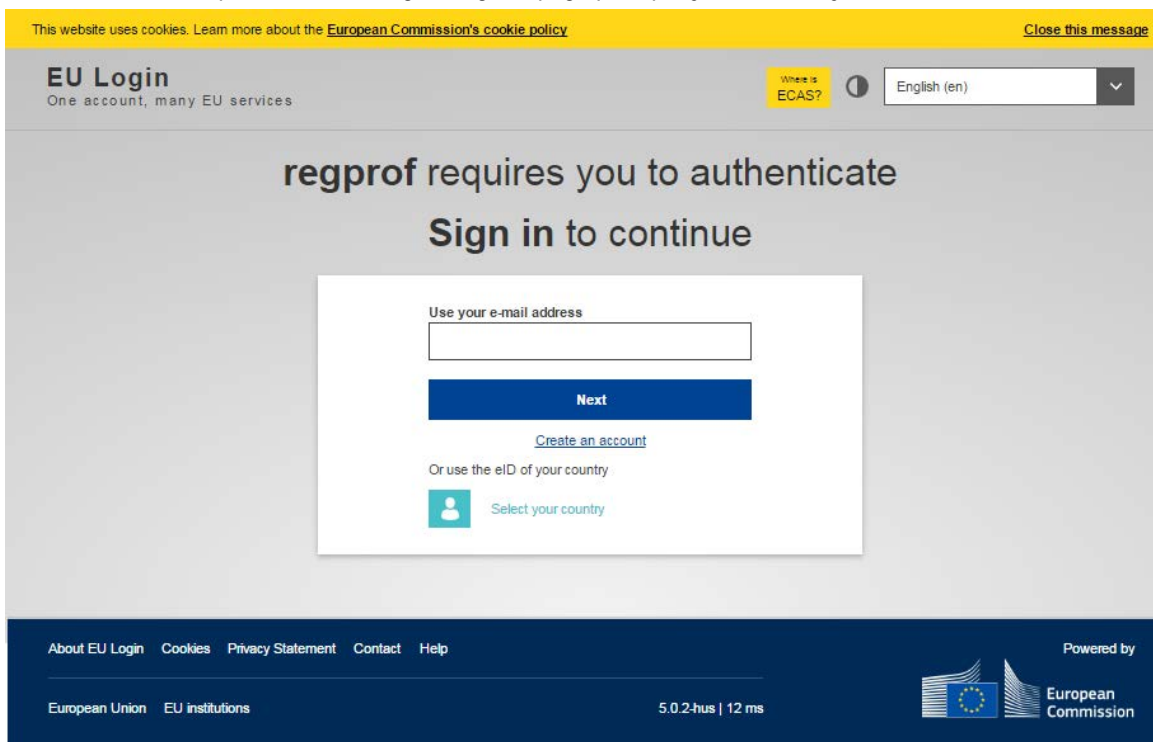

Figure 6. EU Login: Sign in page (1: email address)

2. Enter your EU Login email address and click **Next**.

Result: The second part of the *EU Login – Sign in* page prompts you to enter your EU Login password:
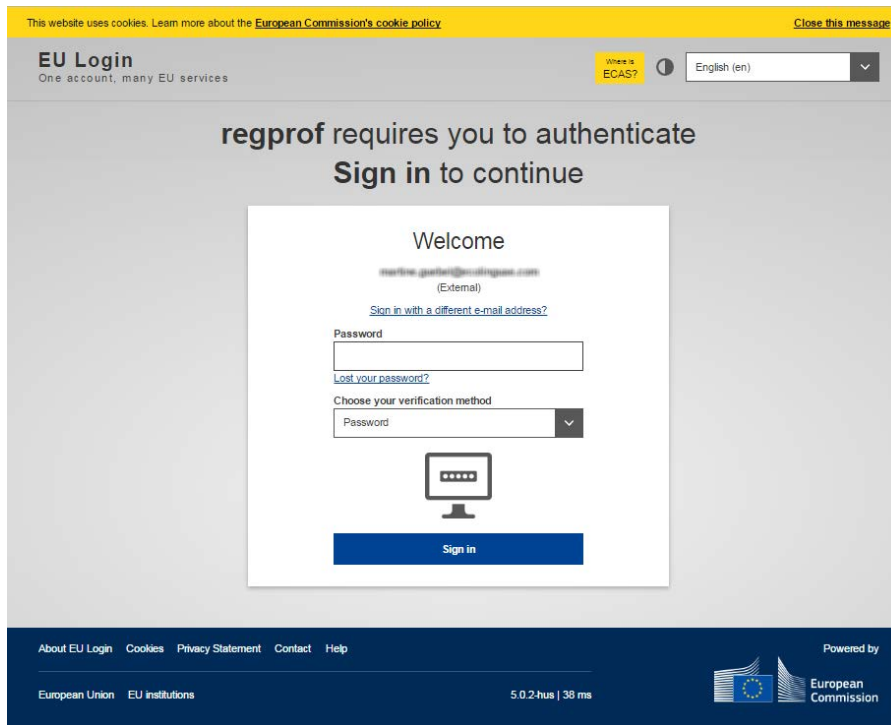

Figure 7. EU Login: Sign in page (2: password)

3.   Enter your EU Login password and click **Sign in**. (Should you have forgotten your EU Login password, you can click the 'Lost your password?' hyperlink under the 'Password' box to set a new one).

Result: You are informed that your access request to REGPROF has been registered. The Regulation Profession Database Team will now review your request and contact you to grant you appropriate access rights.

You will be notified by email once your REGRPROF account has been activated:
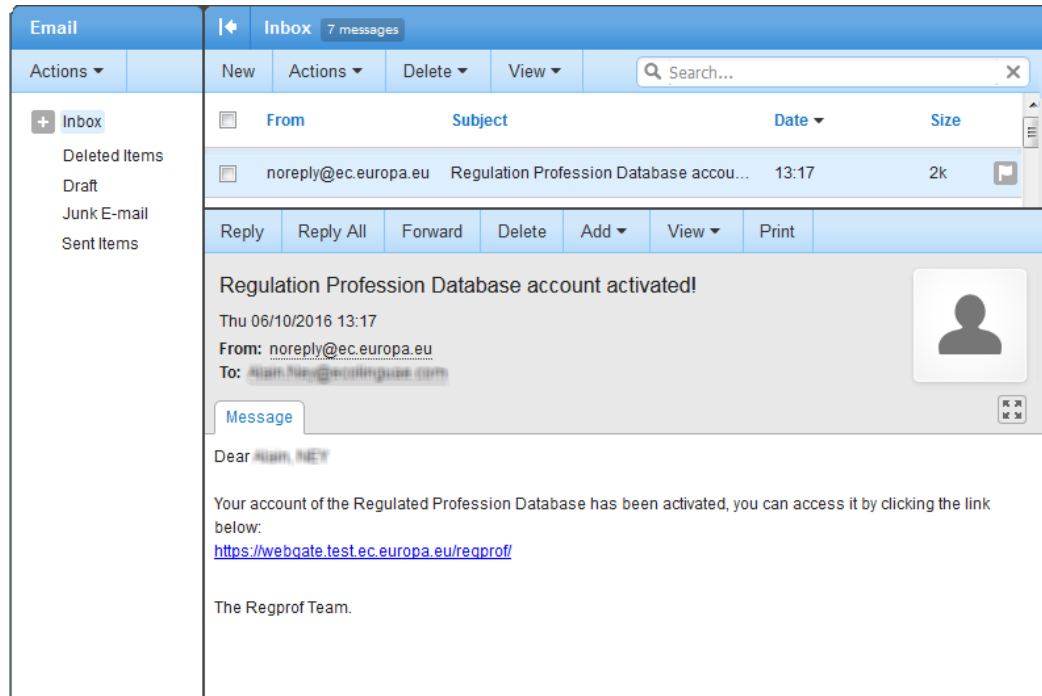

Figure 8. REGPROF access confirmation

III. Support

For any issue concerning REGPROF, please send an email to GROW REGULATED PROFESSIONS:

GROW-REGULATED-PROFESSIONS@ec.europa.eu