### SCREEN #1

🖚 MyPVL	🗣 Help Chat 🛛 🚭
DCCA Professional Voc	ational Licensing
Login Email Password Alog In Sign Up Forgot Password?	What is MyPVL? MyPVL is a new home for all PVL licensees to access information and services 24/7 from a single dashboard. To access MyPVL, "Sign Up" for a free eHawaii.gov Account to get started or "Log In" with your existing eHawaii.gov account.
PVL, Department of Commerce & Consumer Affairs King Kalakaua Building (aka United States Post Office Custom House and House) 335 Merchant Street, Honolulu, Hawaii 96813 <u>Accessibility Feedback Privacy Terms</u>	Copyright © 2014. All rights reserved. d Court Powered by <u>HIC</u>

- 1. SIGN UP for an eHawaii.gov account to sign into "MyPVL"
- 2. Select "SIGN UP" to create an eHawaii.gov account then continue with SCREEN #2

### OR

- 3. If you have already signed up:
  - a. Enter account "EMAIL" and "PASSWORD"
  - b. Select "LOG IN" then continue with SCREEN #4

### SCREEN #2

Account Service	25			
Create an Account	t			
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I fields are <b>required</b> unless otherwise	e noted.			I Collapse/Expand A
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e Email & Password				^
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# FILL IN FORM REQUIRED SECTIONS:

- 1. NAME
- 2. EMAIL & PASSWORD
- 3. CONTACT INFORMATION
- 4. Agree to the "Terms of Use"
- 5. Select "CREATE ACCOUNT" then continue with SCREEN #3

# HOW TO LOGIN TO MyPVL

### SCREEN #3

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<b>MyPVL</b> DCCA Professional Voca	ational Licensing
Login Email Password	What is MyPVL? MyPVL is a new home for all PVL licensees to access information and services 24/7 from a single dashboard. To access MyPVL, "Sign Up" for a free eHawaii.gov Account to get started or "Log In" with your existing eHawaii.gov account.
◆ Log In Sign Up Forgot Password?	
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- 1. Enter account EMAIL and PASSWORD
- 2. Select "LOG IN" then continue with SCREEN #4

### HOW TO LINK MY LICENSE

### SCREEN #4

🖚 MyPVL		သူ Help Chat	🕑 FAQs	Å My Account 🗸	o
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You have 0 linked licenses.				% Find my License	e
No licenses found. Click "Find my License" be	ow to add your license.				
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1. Select "FIND MY LICENSE" then continue with SCREEN #5

### SCREEN #5

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	King Kalakaua Building (aka House) 335 Merchant Street, Honc	United States Post Office Custom House and Court Julu, Hawaii 96813			Powered by <u>HIC</u>
	Accessibility Feedback	Privacy Terms			

- 1. Select your "License Type" from list
- 2. Enter your "License Number"
- 3. Enter your "Last 4 digits of Social Security Number (Individual and Sole Proprietors) or File Number (Entities)"
- 4. Select "LINK" then continue with SCREEN #6

# HOW TO RENEW MY LICENSE

#### SCREEN #6

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You are currently in the MyPVL <b>TEST</b> site. This page is intended for <b>Staff use only</b> . The	production page c	an found at: j	pvl.ehawaii.gov/mypv	<u>I</u> .
My Licenses My Applications O Inbox O			G	Help
You have 1 linked licenses.	Expirati	on Date Act	% Find my License	
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1. Select "Renew" then continue with SCREEN #7

## SCREEN #7

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PVL, Department of Comme King Kalakaua Building (aka United S House) 335 Merchant Street, Honolulu, Haw Accessibility Feedback Privacy	erce & Consumer Affairs tates Post Office Custom House and Court vaii 96813 <u>Terms</u>	Copyright © 2	014. All rights reserved. Powered by <u>HIC</u>

1. Select "PROCEED" then continue to SCREEN #8

n PVL Renewals	ၚ⊋ Help Chat	😯 FAQs	Logged in as:
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By clicking on the "I Agree" button, I certify that I have read and underst	tand the linked <u>Di</u>	sclaimer and	<u>d Terms</u> .
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- 1. Select "I AGREE" to proceed to online renewal
- 2. Complete renewal screens and submit payment