Register on Citizen Access Portal (CAP)

_EnerGov – Land Management 2016.2: CAP_

**Overview**

This guide explains the process of registering for an account on the Citizen Access Portal (ePortal).

**How to Register**

1. Access the Citizen Access Portal (CAP) for the jurisdiction.
2. Click **Register** located at the bottom-right corner of the banner.
3. On the New Registration page, enter user details and address information. Required fields have red asterisks (*).
4. Enter the Captcha value in the text box provided exactly as it displays.

5. Click Submit. A confirmation email is sent to the registered users email upon the account being approved.

6. Exit the application and wait to receive a confirmation email.

Need more help? Visit Tyler University, Tyler Community, or contact your Support Team.