

## **How to Set Up a FEMA Account and Take NIMS Online Courses**

This guide explains how to create a new FEMA Student ID (SID) account and access the FEMA Independent Study (IS) courses, including NIMS (National Incident Management System) training.

### **Step 1 – Get a FEMA Student Identification (SID) Number**

1. Go to the FEMA SID website: <https://cdp.dhs.gov/femasid>
2. Click “Register for a FEMA SID.”
3. Fill in your personal information (name, DOB, email, etc.).
4. Submit the form — you will receive your FEMA SID by email.

Keep this number safe — you’ll need it to log in and for your course certificates.

### **Step 2 – Access the FEMA Independent Study (IS) Portal**

1. Go to the FEMA Independent Study Program: <https://training.fema.gov/is>
2. Click on “IS Courses.”
3. Select the NIMS course you want ( **IS-100, IS-200, IS-700, IS-800**).
4. Click “Interactive Web Based Course” to launch it.
  - Log in using your FEMA SID and password.

### **Step 3 – Complete the Course**

- Work through the lessons. You may stop and resume later; progress is usually saved.

### **Step 4 – Take the Final Exam**

1. After completing the course, return to the course page.
2. Click “Take Final Exam Online.”
3. Log in with your FEMA SID.
4. Complete and submit the exam.

### **Step 5 – Receive Your Certificate**

- After passing, you will receive an email with your official certificate. Retain a copy and turn a copy along with a Training Report to Office Manager.
- You can also download/print it from your FEMA SID account.

### **Summary**

1. Register for a FEMA SID.
2. Use your SID to log in to the FEMA Independent Study portal.
3. Take the NIMS course.
4. Complete the final exam.
5. Download your certificate and submit copy to district.