

# Industry Training Application System Authenticating through DAU's Identity Management System Starting September 9<sup>th</sup>, 2016



Questions regarding the login process  
should be directed to the DAU Help Desk  
1-866-568-6924, Option 1 | [dauhelp@dau.mil](mailto:dauhelp@dau.mil)

 [Training Home](#)

[Apply/Cancel A Course](#)

[Course Schedule](#)

[Course Material](#)

[Continuous Learning Modules](#)

[Certification Standards](#)

[SSCF](#)

[Student Policies & Info](#)

[Training FAQs](#)

[Request a Transcript](#)

### Apply for a Course

Military personnel must apply under their Service affiliation regardless of assignment.

To apply for a course, update your student record, or contact your registration help desk, please click on your student category link below

**At this time, to access the registration sites listed below, students must have a DOD-issued CAC.**

1. AITAS: Army (Civilian and Military) at <https://www.atrrs.army.mil/channels/aitas/>
2. eDACM: Navy or Marine Corps (Civilian and Military) <https://www.atrrs.army.mil/channels/navyedacm/Public/DODConsentForm.htm>
3. ACQNOW: Air Force (Civilian and Military) <https://www.atrrs.army.mil/channels/acqnow/>
4. ACQTAS: Depart of Defense (DOD) Civilian (Non-MILDEP Agencies) <https://www.atrrs.army.mil/channels/acqtas/>

\*\*\*\*\*  
 Note: The restriction above is not applicable to Non-DOD Federal Government Agencies and Contractor/Industry students.

5. FAITAS: FAI, Commerce, HHS, Coast Guard, etc., <https://faitas.army.mil/faitas>

6. Non-DOD: Contractor/Industry employees who work for a company that directly or indirectly supports a DOD agency, <https://dau.atrrs.army.mil/channels/nondod/logon.asp> 

[Course Login](#) 

#### DOD ORGANIZATIONS



Army, military and civilian



Navy or Marine Corps, military and civilian



Air Force, military and civilian



Civilian employee of a non-military agency of DoD, e.g., DAU, DLA, MDA, etc.

#### Non-DOD ORGANIZATIONS



Non-DoD Federal Government Agencies (including FAI, Commerce, HHS, Coast Guard, etc.)



Contractor/Industry employees who work for a company that directly or indirectly support a DOD agency



International Students email Student Services

Access the DAU "Apply for a Course" page at: <http://www.dau.mil/training/Pages/apply.aspx>

Select this link to be directed to the Industry Training Application System. (Go to Slide 3)

## Privacy and Security Notice

**You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only.**

By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.

I Agree

**Read the Privacy and Security Notice  
and click "I Agree" to proceed.**  
*(Go to slide 4)*

### Student Functions

- Update Student Record
- Prepare Applications
- Review/Cancellation
- DAU Schedule Lookup
- DAU Course Catalog
- Logoff

### Help

- Overview
- Links
- Pre Course Material

### Links

- Privacy and Security Statement



Please sign in below:

To apply for a course through this portal, users will now be required to enter their DAU credentials to gain access to this system. Select the login link below to start this process. Federal Government employees should apply for FAI and/or DAU training via the [Federal Acquisition Institute \(FAI\)](#) website.

Select the login key if you have previously registered for a DAU course and/or have DAU Credentials.  
*(Go to Slide 5)*

### Login with DAU Credentials



**Don't have DAU Credentials?**  
**Click here** for more information.



**Notice to First Time Users**

Select this option if you are a **First Time User** who does not have a DAU Account.  
*(Go to Slide 12)*

The ATRRS Internet Training Application System (AITAS) is to be used by authorized individuals to submit training applications for Defense Acquisition University Training. This includes all modes of training delivery.

For DAU Continuous Learning Courses - [Click Here](#)

### Announcements

8 Sep 2016

[New Login Process](#)

3 Mar 2016

[Accessing ATRRS - Important - Plz read](#)

[View All Messages](#)

# Defense Acquisition University

the right.

## DoD Warning Banner

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-At any time, the USG may inspect and seize data stored on this IS.

-Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.

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**I Accept**

**Read the DoD Warning Banner and click "I Accept" to proceed.**

## Login

with your DAU account

[Forgot your: Username or Password](#)

**Login**

 Login using your SmartCard

[DAU Helpdesk](#) | [1-866-568-6924](#) | [dauhhelp@dau.mil](mailto:dauhhelp@dau.mil) | [FAQ](#)

**Enter your Username and Password or Login using your Smart Card (DoD CAC) (Go to Slide 6)**

## Depending on the method you selected to login, you will be routed to one of the following locations:

- If you successfully logged in with your CAC or Username and Password and your account has been provisioned for access inside of the Industry Training Application System, you will be directed to ***Slide 7***.
- If you successfully logged in with your CAC or Username & Password but your account **HAS NOT** been provisioned for access inside the Industry Training Application System, you will be directed to ***Slide 8***.
- If you choose the option to login with your DoD CAC but it is not associated to your DAU Identity Management Profile, you will be directed to ***Slide 9***.
- If your Username and Password was not accepted, you will be directed to ***Slide 10***.

If you receive **any other type of login error**, you may contact the DAU Help Desk (1-866-568-6924 | [dauhhelp@dau.mil](mailto:dauhhelp@dau.mil)) for assistance.

## Student Functions

- Update Student Record
- Apply for Training
- Review/Cancellation
- DAU Schedule Lookup
- DAU Course Catalog
- Logoff

Select "Apply for Training"

## Help

- Overview
- Links
- Pre Course Material

## Links

- Privacy and Security Statement



### Notice to First Time Users

The ATRRS Internet Training Application System (AITAS) is to be used by authorized individuals to submit training applications for Defense Acquisition University Training. This includes all modes of training delivery.

### Government Agency Employees - Please Read

Federal Department Agency Bureau employees must use the Federal Acquisition Institute (FAI) Training Application System (FAITAS) to submit training applications for FAI/Defense Acquisition University (DAU) training. [Click here to go to the FAITAS.](#)

### Warning & Usage Statement

This is a Department of Defense Computer System. This computer system, including all related equipment, networks, and network devices (specifically including Internet access) are provided only for authorized U.S. Government use. DoD computer systems may be monitored for all lawful purposes, including to ensure that their use is authorized, for management of the system, to facilitate protection against unauthorized access, and to verify security procedures, survivability, and operational security. Monitoring includes active attacks by authorized DoD entities to test or verify the security of this system. During monitoring, information may be examined, recorded, copied and used for authorized purposes. All information, including personal information, placed or sent over this system may be monitored.

For DAU Continuous Learning Courses - Click Here

## Announcements

8 Sep 2016

[New Login Process](#)

3 Mar 2016

[Accessing ATRRS - Important - Plz read](#)

[View All Messages](#)

Step-by-Step instructions to Apply for a Course are available at the following location:

[https://myclass.dau.mil/bbcswebdav/institution/Enterprise Help Desk/FAQ Resources/Registration/Industry AITAS.pdf](https://myclass.dau.mil/bbcswebdav/institution/Enterprise_Help_Desk/FAQ_Resources/Registration/Industry_AITAS.pdf)

If you require additional assistance **AFTER** logging into the ATRRS Industry Training Application system, you can send an email to [Scheduling@dau.mil](mailto:Scheduling@dau.mil).

**\* You were not authorized for the DAU system you requested.**  
\*Please see the options below to determine which is applicable to your situation.



If you are a Contractor employed by a private sector organization that supports the DoD, you must first request access to the Industry/Contractor Training Application System. [Click here](#) to proceed to the DAU System Account Request page.

**OR**



If you were directed to this page after attempting to access DAU Blackboard (MyClass), please note that student access is limited based on the schedule of an active enrollment/reservation in a resident/classroom course. [Click here](#) for more information.

**OR**



If you are a new student that would like access to the DAU Virtual Campus to complete online training you will need to start the process by applying for a course. [Click here](#) for more information regarding this process.

**OR**



If you would like to request access to one of DAU's Knowledge Management applications (ACC/DAP/AAP/Acquipedia), [click here](#) to proceed to the DAU System Account Request page.

**OR**



If you are attempting to access the DAU Should-Cost portal, this resource is restricted to Defense Acquisition Workforce (DAW) members only. [Click here](#) for more information regarding how access is granted to DAW members.

**Choose this option  
to start the process  
to obtain access  
inside the Industry  
Training  
Application  
System.  
(Go to Slide 11)**

## Smart Card Registration

Your Smart Card (CAC) was not found in our system. Please enter your email address DAU has on record or your DAU SSO Username and click "Submit". A security verification code will be sent to this email address and you will be required to enter this code on the next page.

### DAU Identity Verification

Enter your registered email address

Submit

Cancel



**After entering your email address, "IF" you have an account in DAU Identity Management, the below screen will appear for you to enter the validation code.**  
*(You will be directed to Slide 7 or 8 depending on your access.)*

### One-Time Password Validation

Please enter password

Security Code Validation

Validation code:



Submit

Cancel

**NOTE: If you receive the below message, after entering your email address, you may have provided a different email on your profile OR you may not have an account in DAU's Identity Management system. Select the "Ok" button to return to the previous screen to re-enter your email address.**

**If the same message appears, you may:**

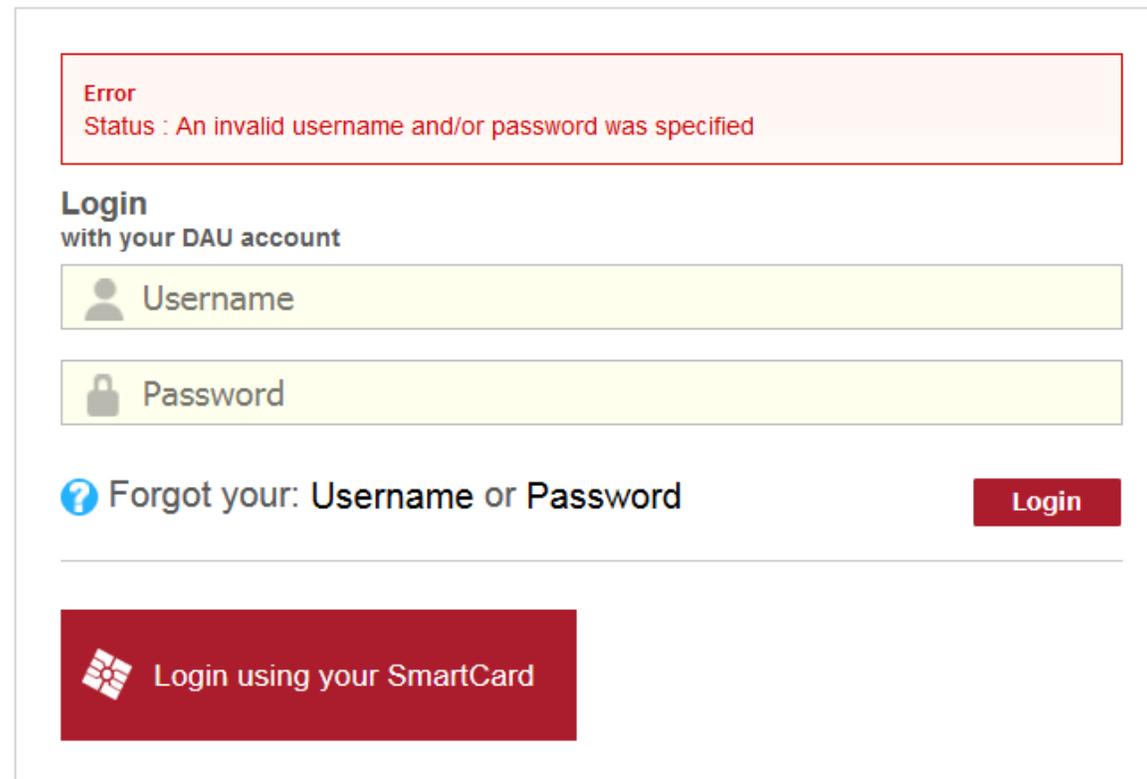
- (1) Contact the DAU Help Desk (1-866-568-6924 | [dauhhelp@dau.mil](mailto:dauhhelp@dau.mil)) for assistance in determining if you have an account.
- (2) Proceed to the DAU SAAR (<https://saar.dau.mil>) to request access to the Industry Registration Portal, which will also create a DAU account for you if you do not already have one. *(Go to Slide 11.)*

**Unable to match an EmpowerID login with that email address**

Ok

# Invalid Credentials

If your Username and Password is not accepted, you will receive a login error. If you need assistance with your credentials, you can select the link indicating you're forgotten your "Username" or "Password". You may also contact the DAU Help Desk (1-866-568-6924 | [dauhhelp@dau.mil](mailto:dauhhelp@dau.mil)).



The screenshot shows a login interface with a red error message box at the top. Below the error message are two input fields for 'Username' and 'Password'. There is a link for 'Forgot your: Username or Password' and a 'Login' button. At the bottom, there is a button for 'Login using your SmartCard'.

**Error**  
Status : An invalid username and/or password was specified

**Login**  
with your DAU account

Username

Password

? Forgot your: Username or Password **Login**

 Login using your SmartCard

**After completing the form, allow up to 48 hours for approval and processing of your request.**

## System Authorization Access Request (SAAR)

### **PRIVACY ADVISORY & PRIVACY ACT STATEMENT** (Click + at left to view)

### **DoD Common Access Card (CAC) ASSOCIATION**

Do you want us to check to see if you already have a DAU ID by using your DoD CAC?  Yes  No \*

Do you know your DAUID?  Yes  No \*

If you are a non-CAC holder and would like to verify if you have an existing DAU ID, you may contact the Help Desk at:  
(866)568-6924 or dauhelp@dau.mil.

### **SYSTEM ASSOCIATION**

Please select a system for which you are requesting access:  \*

Reason for request :

- ACC/DAP/AAP/Acquipedia
- Industry Training Application System

### **PERSONAL DETAILS**

Citizenship Type :  \*

Designation :  \*

SSN :

Alternate ID :

DAU ID :

Organization:  \*

First Name :  \*

Sub Org. :  \*

Last Name :  \*

MI :

Telephone :  \*

Suffix :

Email :  \*

### **SUPERVISOR DETAILS**

First Name :  \*

Last Name :  \*

Supervisor Email :  \*

Supervisor Phone :  \*

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- This IS includes security measures (e.g., authentication and access controls) to protect USG interests—not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential.

Read the DoD Warning Banner and click "OK" to proceed.

If you have a DAUID, it can be used in lieu of entering your SSN or alternate identification number.

Select "Industry Training Application System" from the dropdown menu.

## Industry Training Application System Login Process



Due to the restriction that requires individuals to use a CAC to register for courses, DAU has partnered with ATRRS and implemented a solution that will allow all Industry/Contractor users (with or without a CAC) to register for courses.

1. Current users who already have a DAU account can proceed to the Industry Training Application System by [clicking here](#).

2. New users wishing to apply for courses under the Industry Training Application System will need to follow the steps below.

- a. Complete the DAU System Authorization Access Request (SAAR) form by [clicking here](#). (Go to Slide 11)
- b. NOTE: When completing the form, select “**Industry Training Application System**” under the System Association field. **After completing the form, allow up to 48 hours for approval and processing of your request.**
- c. Once your request is approved you will receive an email confirmation and the required information you will need to login and complete your student profile.

3. After completing your profile you can then proceed to the Industry Training Application System to apply for a course.