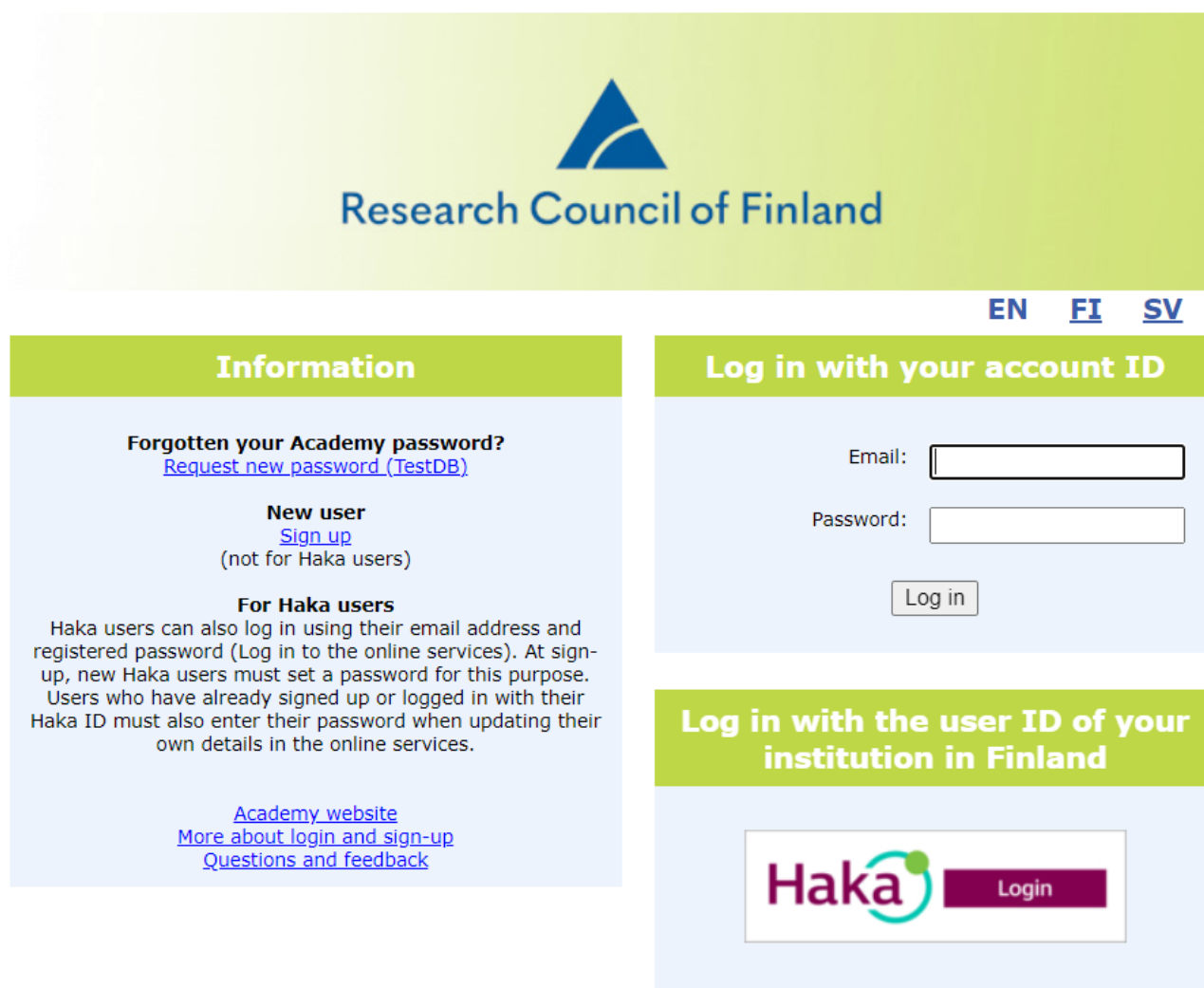


How to sign up and log in

How to sign up as a new user

A representative of a Finnish university that belongs to the HAKA Federation can log in to the online services using a HAKA login, i.e. the user ID and password of the person's own university.

Those who are not HAKA users should register using the link **(New user) Sign up**.



The screenshot shows the Research Council of Finland website with a green header and a light blue main content area. The header features the Research Council of Finland logo and the text "Research Council of Finland". Below the header, there are three language links: "EN", "FI", and "SV". The main content area is divided into two columns. The left column is titled "Information" and contains links for "Forgotten your Academy password?", "New user Sign up", and "For Haka users". The right column is titled "Log in with your account ID" and contains a login form with fields for "Email:" and "Password:", and a "Log in" button. Below the login form, there is a section titled "Log in with the user ID of your institution in Finland" which contains the Haka logo and a "Login" button.

Research Council of Finland

EN FI SV

Information

Forgotten your Academy password?
[Request new password \(TestDB\)](#)

New user
[Sign up](#)
(not for Haka users)

For Haka users
Haka users can also log in using their email address and registered password (Log in to the online services). At sign-up, new Haka users must set a password for this purpose. Users who have already signed up or logged in with their Haka ID must also enter their password when updating their own details in the online services.

[Academy website](#)
[More about login and sign-up](#)
[Questions and feedback](#)

Log in with your account ID

Email:

Password:

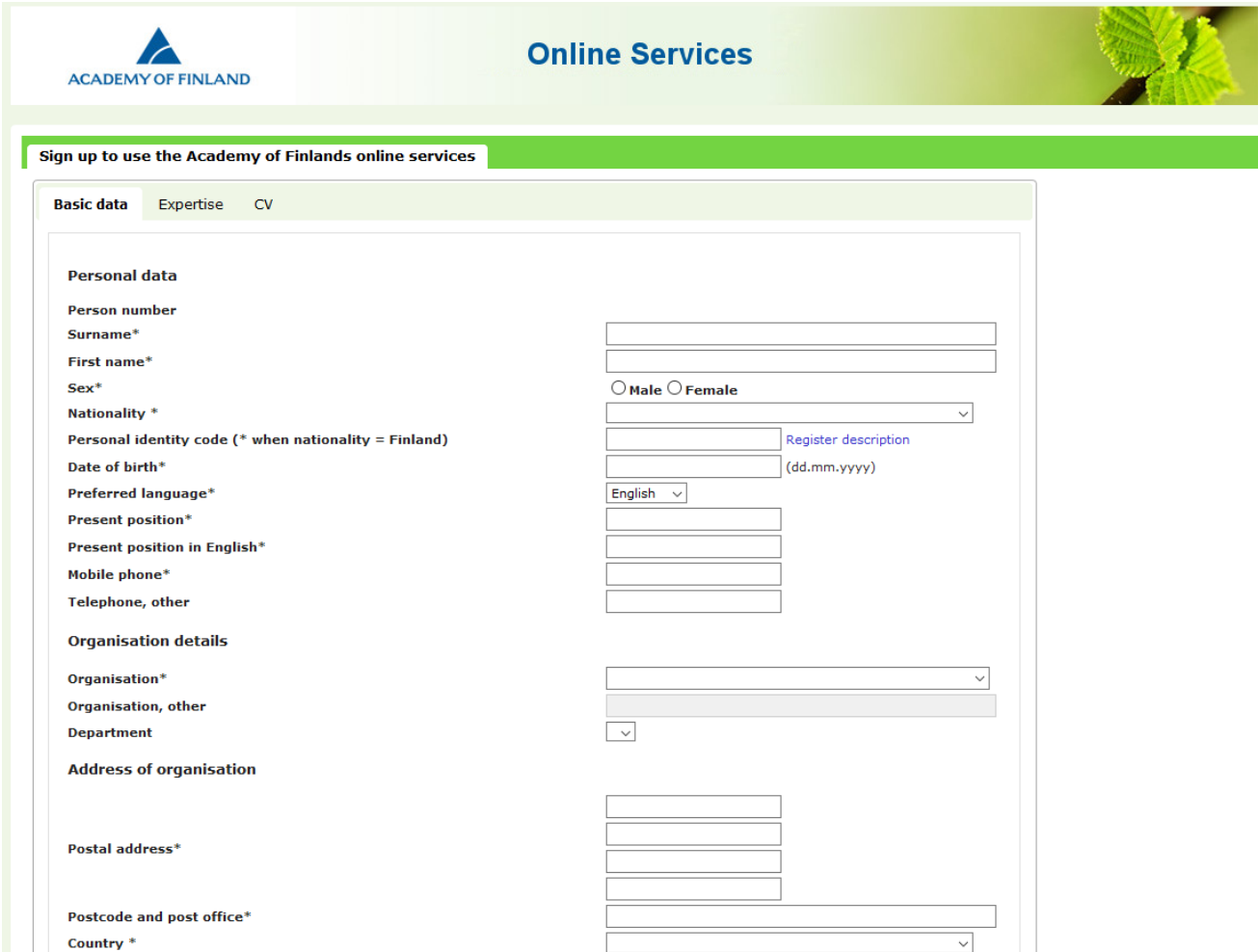
Log in with the user ID of your institution in Finland



When you sign up to the online services, you will be required to fill in the tabs **Basic data**, **Expertise**, and **CV**. Fields marked with an asterisk are required information. Data on each page is saved separately using the button **Save** at the bottom of the page.

Basic data consists of information about the applicant and the applicant's organisation. Here, the system will auto-complete the name, personal identity number and organisation of HAKA users.

- Personal identity number is required information for Finnish citizens.
- If the alternatives for Organisation do not include your organisation, select Other at the end of the list and enter the name of your organisation in the field below the list.



The screenshot shows the 'Online Services' header with the Academy of Finland logo. Below it is a green bar with the text 'Sign up to use the Academy of Finland's online services'. The main form is titled 'Basic data' and includes tabs for 'Expertise' and 'CV'. The form is divided into two sections: 'Personal data' and 'Organisation details'.

Personal data

- Person number
- Surname*
- First name*
- Sex* ☐ Male ☐ Female
- Nationality*
- Personal identity code (* when nationality = Finland) [Register description](#)
- Date of birth* (dd.mm.yyyy)
- Preferred language* English
- Present position*
- Present position in English*
- Mobile phone*
- Telephone, other

Organisation details

- Organisation*
- Organisation, other
- Department
- Address of organisation
- Postal address*
- Postcode and post office*
- Country*

User who are not HAKA users will also be required to give an email address that doubles as the user ID for the online services and a password of at least 10 characters.

Username and password

Your email address will be used as your username. If you forget your password, the password notification message will be sent to this email address.

Email	<input type="text"/>
Re-enter email address	<input type="text"/>
Password	<input type="password"/>
Retype password	<input type="password"/>
Decision notification will be delivered*	<input type="radio"/> By email <input type="radio"/> By mail

On the tab **Expertise**, indicate your expertise by selecting the relevant field of research and entering keywords. Enter the keywords in the field indicated.

Sign up to use the Academy of Finland's online services

Basic data	Expertise	CV
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0

Expertise

Fields of research

Architecture

-

Add row

Keywords

Community planning

I hereby give permission for the Academy of Finland to publish my details (first name, surname, organisation) on the Academy's website after the funding decision has been made.
☐ Yes ☐ No

On the **CV** tab, enter data on degrees, docentships (adjunct professorships) and professorships by clicking the **Add row** button.

Sign up to use the Research Council of Finland's online services

Basic data

Expertise

CV

, ()

Degrees

Awarding institution	Degree	Field	Date of degree	Career interruptions
<div>Add row</div>				

Docentships (Adjunct professorships)

Awarding institution	Field	Date of degree	Additional information
<div>Add row</div>			

Professorships

Awarding institution	Field	Start date	End date	Additional information
<div>Add row</div>				

Cancel

Save



How to log in if you are a registered user

Registered users log in to the online services either by using the Finnish universities' HAKA login or by using the user ID and password of their Research Council of Finland account.

If the HAKA login is not working, users have the option of using a user ID and password. Use the link [Request new password](#) if you have forgotten your password.

Research Council of Finland

[EN](#) [FI](#) [SV](#)

Information

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For Haka users
 Haka users can also log in using their email address and registered password (Log in to the online services). At sign-up, new Haka users must set a password for this purpose. Users who have already signed up or logged in with their Haka ID must also enter their password when updating their own details in the online services.

[Academy website](#)
[More about login and sign-up](#)
[Questions and feedback](#)

Log in with your account ID

Email:

Password:

Log in with the user ID of your institution in Finland

Blocked account

If you try repeatedly to log in using the wrong user ID and/or password, the account will be blocked for about 30 minutes.

If your email address (user ID) changes

If your email address changes, make sure you update the online services with the new information while your old address is still active, or contact the [Questions and feedback](#)