**User Account Registration Form for OATI OASIS (**[**www.oasis.oati.com**](http://www.oasis.oati.com)**)**

**An incomplete or improperly completed form may delay User Account creation**

User Account changes may only be requested by your company's OATI webCARES Security Officer, or any other pre-authorized Company Representative. All requests must be submitted via email or fax.

Once User Account changes are completed, an email confirmation will be sent back to all recipients included in the original email request. User Account requests and changes are handled during our normal business hours and may take up to 24 hours to complete.

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| --- | --- | --- | --- |
| **Full Company Name** |  | | |
| **Company OASIS Code[[1]](#footnote-1)** |  | | |
| **User Fax Number** |  | | |
| **User Phone Number** |  | | |
| **User Email Address**  **(**For password recovery purposes**)** |  | | |
| **User Account Name (login)**  **(**Case-sensitive, no spaces, hyphens not allowed**)** |  | | |
| **User Account Password**  **(**Case-sensitive, no spaces**)** |  | | |
| **User Type** | TP Admin | TP User | Customer Admin |
|  | Customer User | Guest |  |
| **View Only? (**Choose one**)** | Yes, this account is view only  No, this account can create/modify | | |
| **Inactivity Timeout** | 10 minutes  30 minutes or  hour(s) | | |
| **Certificate Common Name** |  | | |
| (An OATI Digital Certificate must be created before an OASIS user account will be installed) | | | |

**Submit this completed form via email to** [**support@oati.net**](mailto:support@oati.net)**.**

A webOASIS User Account Name alone will not be sufficient to gain access to the OATI webOASIS System. OATI webOASIS access requires a secure, encrypted connection, thus each webOASIS User Account must be bound to an OATI Digital Certificate. If you do not already have an OATI Digital Certificate to match with your requested webOASIS User Account, please create one through the OATI webCARES system ([www.oaticerts.com](http://www.oaticerts.com)). If you do not have access to the OATI webCARES System, please visit <http://www.oaticerts.com/repository/oaticerts.html> for more information about obtaining this service.

If you have questions on the registration process, please contact the OATI Help Desk at [support@oati.net](mailto:support@oati.net), or 763-201-2020.

Filename: OASIS User Account Registration Form RK 102412

1. If company is not yet registered with OATI webOASIS, please request OASIS Company Registration Form from [support@oati.net](mailto:support@oati.net). [↑](#footnote-ref-1)