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Registering for the Virtual Academy

Registration for the FBI's Virtual Academy (VA) utilizes the Law Enforcement Enterprise Portal (LEEP) for access authentication. LEEP accounts are available to personnel affiliated with the criminal justice system, intelligence community, armed forces, and other law enforcement partners. LEEP will provide a single sign on access to the Virtual Academy (VA) that will eliminate the need for a separate Username and Password. You must have a valid LEEP account to access the Virtual Academy.

Applying for a Law Enforcement Enterprise Portal (LEEP) Account:

1. To create a LEEP account, go to Criminal Justice Information Services Law Enforcement Enterprise Portal, <https://www.cjis.gov/>, and select **Apply for Account**.
 2. Once your LEEP Account is approved, use LEEP Login at the VA Home page to login to VA.
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Logging into VA for the first time via LEEP authentication

The first time you login to the VA via LEEP you will be taken to your **Profile** page. Please update your profile information including your organization using the steps below.

1. From the left navigation panel select **Organizational**.
 2. On the Organizational page select **Make Changes** in the **Organization** section.
 3. Using the search feature, locate and select your organization.
 4. Select the **Update Org** button to save changes.
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Getting Help Accessing the VA via LEEP

LEEP Support Center contact information:

- Toll-free domestic calls: (888) 334-4536
- International calls: (225) 334-4536
- Telecommunications Relay Service (TRS): 711
- Email: helpdesk@leo.gov

VA Service Desk contact information:

- Phone: (703) 632-3409
 - Email: Virtual_Academy@fbi.gov
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