



Establishing Metro 2[®] Access Rights

Users who meet Metro 2[®] access policy, can access the complimentary Metro 2[®] resources available on their CDIA accounts. To establish Metro 2[®] access rights, please follow the steps below.

RESOURCES AVAILABLE TO METRO 2[®] ACCESS USERS

- Download the most current version of **Credit Reporting Resource Guide[®] (CRRG[®])**
- **Ask a Metro 2[®] Question directly to the Task Force!**
- **Third Party Data Processors Credit Reporting Engagement Guidelines**
- **Navigating the Credit Reporting Resource Guide[®] (CRRG[®]):** In this 30 minute complimentary webinar which guides you through the Credit Reporting Resource Guide[®] (CRRG[®]) and each of the various modules, with important navigation tips to assist in your utilization of the guide.

Step 1: CREATE A CDIA ONLINE ACCOUNT*

*If you already have an account, continue onto the next section **Access the Metro 2[®] Format.**

- First, [create a CDIA Online Account](#).
 - Upon account creation, you will receive an email to verify your email address and complete the creation of your account (*The email will come from CDIA@cdiaonline.org Subject: Verification Email*). If you do not receive this email immediately, please check your spam/junk folders. If not located there, please contact cdia@cdiaonline.org for assistance.

Step 2: ACCESS THE METRO 2[®] FORMAT

- [Log in to your CDIA account](#) (for guidance on accessing your CDIA account, please review the [CDIA Account Access Guide](#)).
- Once logged in, click on **Metro 2[®] Access** under the 'CDIA' section of your CDIA Online Account Dashboard.
- Review the Metro 2[®] Access Policy displayed. If you qualify, click '**Get Metro 2[®] Access**'.
- Enter the following one-time username and password to continue to the Metro 2[®] Access page:
 - Username: **CDIACRRG**
 - Password: **Metro2CD!@23**

(Please note, the username and password are case sensitive)
- Next, carefully review the Terms and Conditions of the Metro 2[®] Access Agreement. Then click, '*I Accept This Agreement*', for immediate access to the Metro 2[®] Access page.

For further assistance, please contact CDIA at cdia@cdiaonline.org.



FUTURE ACCESS TO THE METRO 2[®] FORMAT

- For future access to the Metro 2[®] Access page, simply log in to your CDIA Account and click **Metro 2[®] Access** under the 'CDIA' section of your CDIA Online Account dashboard.
- Your CDIA account will recognize your login as a Metro 2[®] Access approved user, and you will be directed to the **Metro 2[®] Access Agreement**. Review the Terms and Conditions carefully, then click, '*I Accept This Agreement*', for immediate access to the Metro 2[®] Access page.