

Organization Administrators use the Access Management Console (AMC) to manage MyGinnieMae Portal user accounts for their organizations.

NAVIGATING TO THE ACCESS MANAGEMENT CONSOLE

1. Navigate to <https://my.ginniemae.gov> to access MyGinnieMae.
2. Select **Login**.
3. Enter your username and password.
4. Select **Login**.
5. Select the **Tools** dropdown.
6. Select **Access Management Console**.
7. Select **Yes** to continue when prompted.
8. If prompted, enter the One Time Password (OTP) received via email.
9. Select **Enter**.
10. The Access Management Console will open in a new window.

