



## Registration SLSP with SWITCHaai

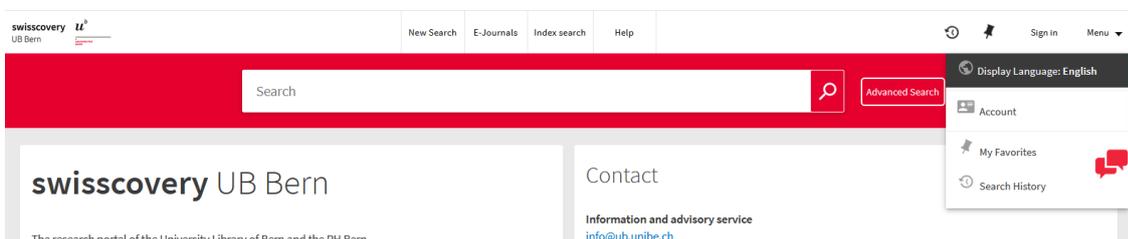
As an employee of a Swiss university/university of applied sciences or a student at a Swiss university or university of applied sciences, you can register with SLSP using a simplified procedure. Students and staff of the University Bern may refer to the instruction "[registration SLSP for students & staff of University Bern](#)".

1. Follow this link to start the registration: <https://registration.slsp.ch/?iz=ube>. You may want to change the language setting.



**From Dec. 7** you can **alternatively** go to *swisscovery University and PH Bern*. You may want to change the language settings by opening the drop-down menu in the upper right hand corner.

Click «sign in», and chose «SWITCH edu-ID».



## 2. Begin the registration by creating an account.

**SLSP**  
Swiss Library  
Service Platform

Help EN

Log in to: SLSP Registration

For the registration with SLSP, you need a SWITCH edu-ID user account.  
If you do not yet have a SWITCH edu-ID user account, please create a new one by clicking on "Create account".

SWITCH edu-ID

E-mail: john.doe@example.org

Password: Enter your password

**Create account** Login

[Forgot password?](#)  
[Options for personal data protection](#)

SWITCH

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## 3. Select the name of your organisation with the option "Create with AAI"

**SLSP**  
Swiss Library  
Service Platform

Help EN

SLSP Registration

**Create with AAI**  
I have an AAI account of the organisation...

Enter the name of the organisation you are affiliated with...

Login

Organisation not in list above?

**Create without AAI**  
If you don't have an AAI account, use the manual registration page to proceed.

Create account

SWITCH

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**SLSP**  
Swiss Library  
Service Platform

Help EN

SLSP Registration

**Create with AAI**  
I have an AAI account of the organisation...

Enter the name of the organisation you are affiliated with...

Enter the name of the organisation you are affiliated with...

- Universities
  - EPFL - EPF Lausanne
  - ETH Zurich
  - Università della Svizzera italiana
  - Universität Basel
  - Universität Bern
  - Universität Liechtenstein
  - Universität St. Gallen
  - Universität Zürich
  - Université de Genève
  - Université de Lausanne
  - Université de Neuchâtel
- Universities of Applied Sciences
  - FFHS - Fachhochschule Schweiz
  - FFHR - Fachhochschule Graubünden
  - FHNW - Fachhochschule Nordwestschweiz
  - FHS St.Gallen
  - HEP Vaud - Haute école pédagogique du canton de Vaud
  - HEP-BEJUNE - Haute Ecole Pédagogique BEJUNE
  - HEP-PH FR - University of Teacher Education Fribourg
  - HEPVS - Haute école pédagogique du Valais
  - HES-SO - Haute Ecole Spécialisée de Suisse occidentale
  - HTH - Interkantonale Hochschule für Heilpädagogik
  - HSLU - Lucerne University of Applied Sciences and Arts
  - HSR - Hochschule für Technik Rapperswil
  - HWZ - Hochschule für Wirtschaft Zürich
  - HTB - Hochschule für Technik Buchs
  - PH Zug - Pädagogische Hochschule Zug

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4. Register with the login data of your university

5. What data will be imported depends on your university.

Agree to the processing of the information by clicking on “Accept”.

The information above would be shared with the service if you proceed. Do you agree to release this information to the service every time you access it?

Select an information release consent duration:

Ask me again at next login

- I agree to send my information this time.
- Ask me again if information to be provided to this service changes
  - I agree that the same information will be sent automatically to this service in the future.

This setting can be revoked at any time with the checkbox on the login page.

6. Fill in the missing data.

Create a SWITCH edu-ID account

Please complete the following form to create a new SWITCH edu-ID account.

Input requirements:  Required  Conditionally required

First Name

Last Name

Date of birth  Day  Month  Year

Home Address  Name

Additional Address Information

Street and House Number

ZIP and City

Country

- A large blue circle indicates the required data is mandatory; a smaller blue circle indicates the conditionally required data, i.e. a selection of several options is possible to choose from, such as providing either a private telephone number OR a mobile number.
- Indication of date of birth is mandatory.
- Choose a password.
- Accept the terms of use.
- Click on “Create account”.

7. You will receive an e-mail to confirm your account activation. Click the link in that e-mail.



The screenshot shows the SWITCH edu-ID registration interface. At the top, there is a navigation bar with the SWITCH edu-ID logo on the left and 'Help EN' on the right. Below the navigation bar is a 'Registration' section with a progress indicator showing three steps: 'Account Creation' (completed), 'E-mail Verification' (current step, highlighted with a blue circle and '2'), and 'Account Activation' (pending, highlighted with a grey circle and '3'). The main content area is titled 'E-mail Verification' and contains a green success message: 'Your SWITCH edu-ID account was successfully registered. An e-mail has been sent to [redacted]. Please follow the instructions in the e-mail to activate your account.' Below this message, there is a note: 'Due to spam filters it may take a few minutes until you receive the e-mail. If you do not receive the e-mail within 10 minutes, please also check your spam folder.' At the bottom right of the registration area is the SWITCH logo. At the bottom left, there are links for 'About', 'Terms of Use', 'Legal notice', and 'Imprint'.

8. You will find the link in the e-mail from SWITCH in your e-mail inbox. Click it to open up the e-mail verification.

## SWITCH edu-ID

Dear,

You receive this e-mail because you registered a SWITCH edu-ID account using the e-mail address: [redacted]. To complete the account activation and start using your persistent SWITCH edu-ID identity, please click on the following link:

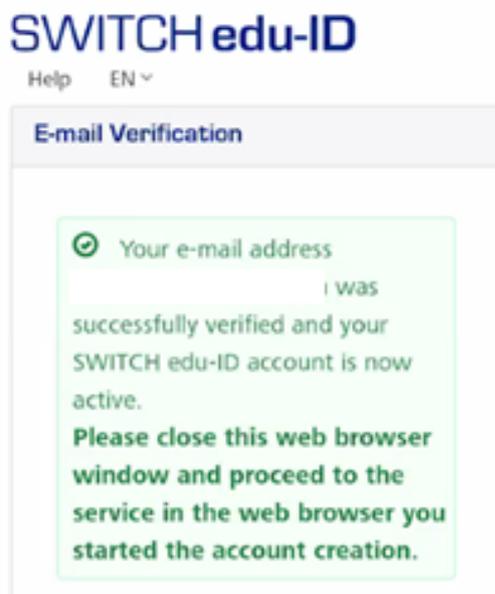
<https://eduid.ch/web/registration/3/?token=ehU4qnXj>

The link above is valid only for 5 days. If the link is not used within this period, the account activation is not complete and the account will automatically be deleted.

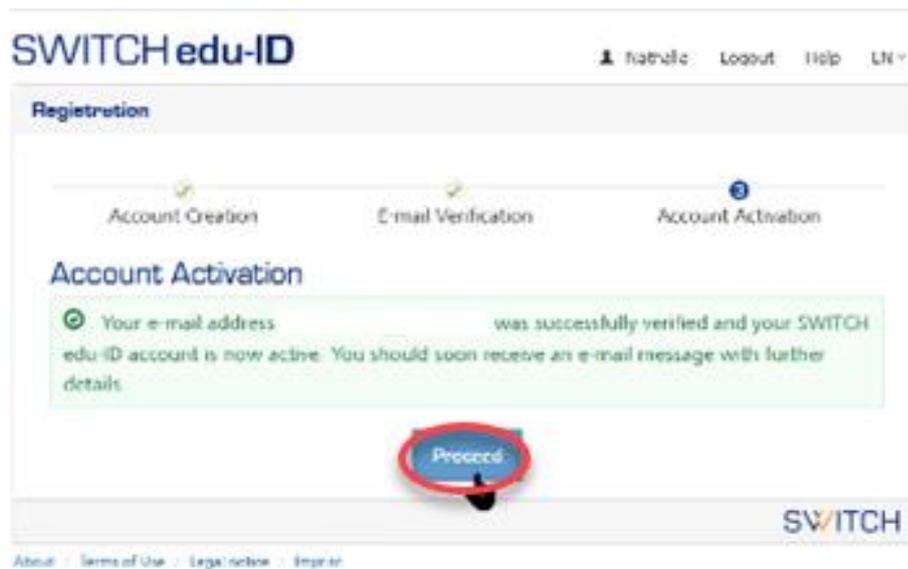
Best Regards  
Your SWITCH edu-ID Team

SWITCH edu-ID is a service of SWITCH  
SWITCH, Werdstrasse 2, P.O. Box, 8021 Zurich, Switzerland  
<https://eduid.ch> [eduid-support@switch.ch](mailto:eduid-support@switch.ch)

9. Your SWITCH edu-ID has been created. Close this web browser window and continue the SLSP registration in the web browser you started in.



You may have to click “proceed” to continue.



10. Log in with the email and password you selected before.

SWITCH edu-ID

My edu-ID Help EN ▾

Log in to: SLSP Registration

Service description:  
Register with the Swiss Library Service Platform (SLSP).

SWITCH edu-ID

E-mail:

Password:

[Forgot password?](#)  
[Options for personal data protection](#)

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11. Agree to the transmission of the data and click on "Accept".

**Do you accept to share the information listed above with the service and allow it to retrieve also information updated by you and/or by your organisation?**

Additional information and consent revocation

Select an information release consent duration:

Ask me again at next login  
I agree to send my information this time.

Ask me again if information to be provided to this service changes  
I agree that the same information will be sent automatically to this service in the future.

This setting can be revoked at any time with the checkbox on the login page.

**11.** Complete your profile by adding your library card number. Valid cards are those that have been previously used at the University Library of Bern and PHBern. If you don't have a valid library card yet, leave the field empty and go to your library after you finished your registration.

Agree to the SLSP terms of use and click on "Register".  
The registration is now complete.

To search and access library content, you need to first register with SLSP.

**Registration Data**

**Name:**  
Harry Potter

**Date of Birth:**  
1980-07-31

**Primary E-Mail contact:**  
harry.p80@hogwarts-mail.com

**Other E-Mail Addresses:**

- harry.potter@uni-example.ch

**Postal Addresses:**

- Teststrasse 1291, 3333, Examplingen, Switzerland

**Phone Numbers:**

- +41 44 234 56 78

**Library Card Numbers:**

B123456789

If you own a library card not listed, please provide the card's number.  
Borrowing books in a library becomes easier with a library card.

**SLSP Terms of Use**

I agree to the SLSP Terms of Use.

[Register](#) [Help](#)

**Hint**  
If you are affiliated to a [Swiss university or research institute](#), please link your organisation's AAI identity to your edu-ID account. This will provide you wider access to content of the Swiss research libraries.

## GLOSSARY:

**SLSP:** Swiss Library Service Platform

**SWITCH edu-ID:** An identity providing access to all services in the Swiss university environment, regardless of the institution. It is valid for life.

**SWITCH:** The SWITCH is a trusted nonprofit organization, which was founded by the federal government and the university cantons.

**SWITCHaai:** "Authentication and Authorization Infrastructure" is an authentication procedure administered by the SWITCH Foundation and used by all universities and universities of applied sciences in Switzerland, providing access to various services.