



HIGH COURT OF AUSTRALIA

Introduction of Multi-Factor Authentication (MFA)

The High Court of Australia implemented multi-factor authentication (MFA) for access to the Digital Lodgment System (DLS) Portal in July 2026.

MFA is a security measure that requires users to verify their identity using more than one factor when logging in. It is implemented to strengthen the protection of court systems and information.

MFA applies to all DLS Portal user accounts meaning users are required to complete an additional verification step each time they log in to the DLS Portal, in addition to entering their username and password.

The introduction of MFA supports the Court's ongoing commitment to maintaining the security, integrity and availability of its electronic systems. It also aligns with Australian Government cyber security standards and contemporary practice across courts and registries.

How to register for MFA

Supported authentication methods include any Authenticator Application, SMS and Email.

Users should ensure they have access to a suitable device to complete MFA registration and ongoing authentication.

New DLS Portal registration

The information sheet on How to register for a DLS Portal User Account has been updated to include the MFA steps as part of the DLS Portal registration process and is the best place to commence registration process.

This and other DLS Portal information sheets which you may find useful in working with our system, are available from Forms and Resources | High Court of Australia.

(<https://www.hcourt.gov.au/court-procedures/forms-and-resources>)

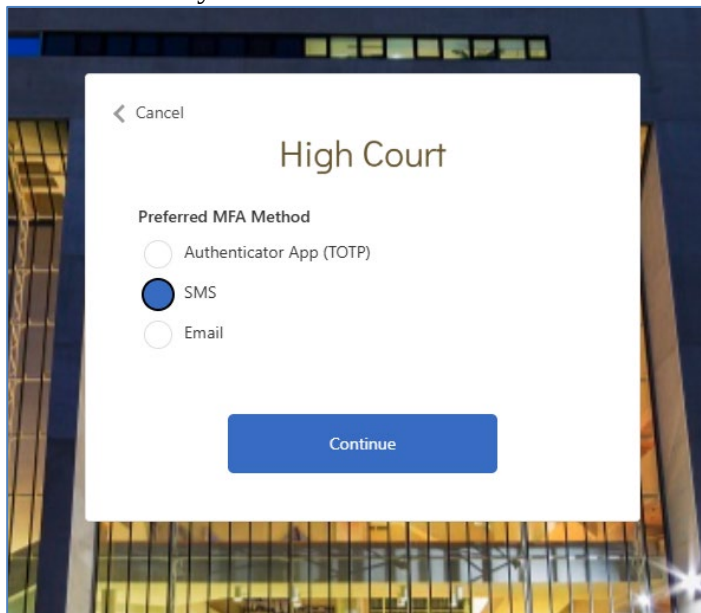
Existing DLS Portal user

When signing in to an existing account, if you have not set up MFA before, you will be asked to choose a method and complete one-time setup. Supported MFA methods to choose from are **SMS** (quick & mobile), **Authenticator Application** (most secure) and **Email** (simplest setup but least secure). When required, you will be asked to select the preferred method. Your choice will be saved and used for future sign-ins, unless it is reset by an administrator.

SMS to associated mobile phone

A one-time verification code will be sent by text message to your mobile number. SMS only (voice/call is not offered).

Select SMS as your MFA method



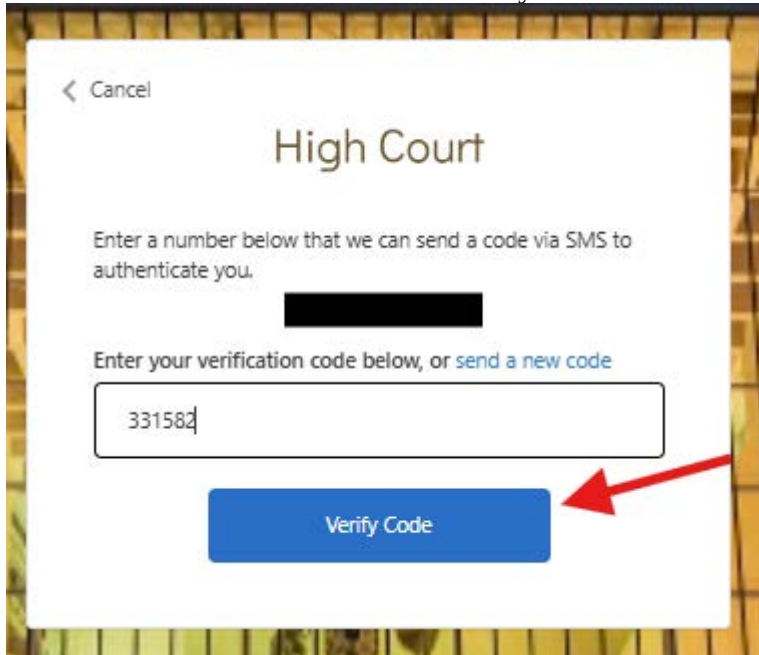
Select country and enter your mobile number.

A screenshot of a mobile application interface for 'High Court'. At the top left is a back arrow and the word 'Cancel'. The title 'High Court' is centered. Below it, the text 'Enter a number below that we can send a code via SMS to authenticate you.' is displayed. Under the heading 'Country Code', there is a dropdown menu showing 'Australia (+61)' with a downward arrow. Below that, under the heading 'Phone Number', there is a text input field with a blacked-out area. A blue 'Send Code' button is at the bottom.

Select Send Code and you should receive a code via text message from msverify. It should look something like this:

Use verification code ##### for High Court DLS authentication.

Enter the code received and select Verify Code

A screenshot of a mobile application interface for 'High Court'. At the top left is a back arrow and the word 'Cancel'. The title 'High Court' is centered. Below it, the text reads: 'Enter a number below that we can send a code via SMS to authenticate you,' followed by a blacked-out phone number. Then it says: 'Enter your verification code below, or [send a new code](#)'. Below this is a text input field containing the code '331582'. At the bottom is a blue button labeled 'Verify Code'. A red arrow points to this button from the right.

Your verified mobile number will be stored securely for future sign-ins.

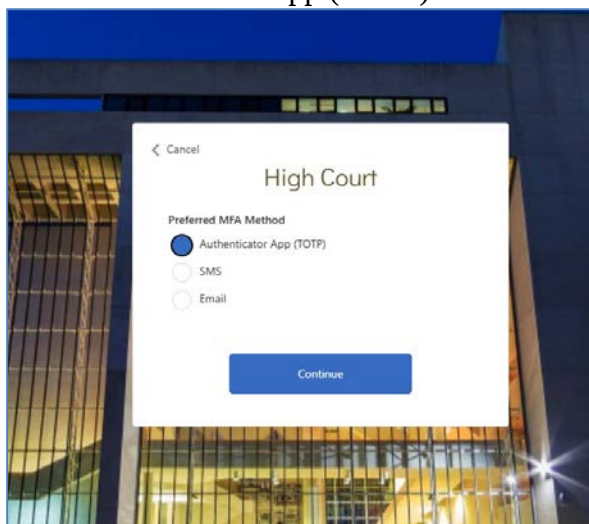
MFA registration is complete.

Authenticator Application

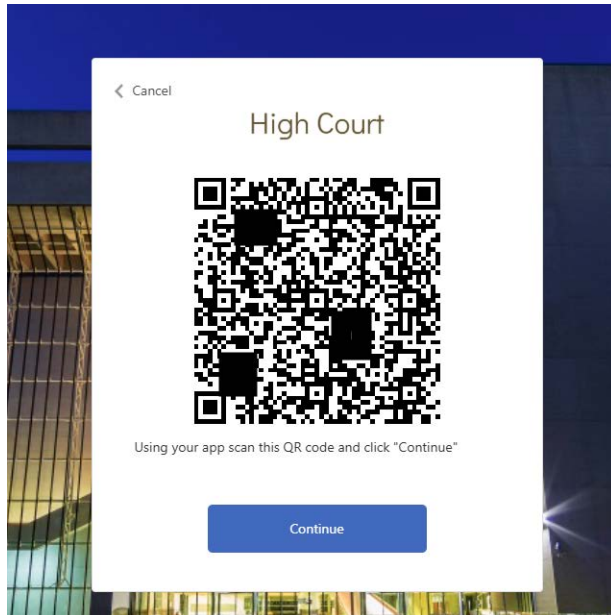
Use a compatible authenticator application (e.g. Microsoft Authenticator, Google Authenticator) to scan a QR code and enter a 6-digit code each time MFA is required.

Install a supported application on your phone if you do not already have one.

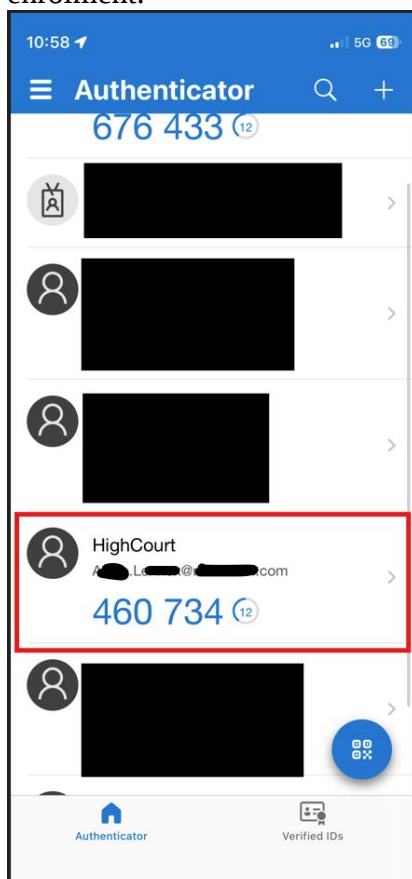
Select Authenticator app (TOTP)

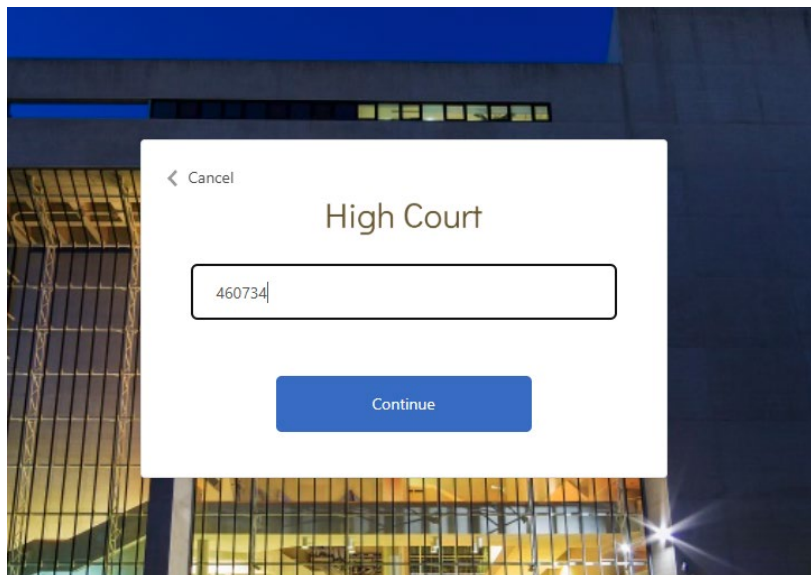
A screenshot of a mobile application interface for 'High Court'. At the top left is a back arrow and the word 'Cancel'. The title 'High Court' is centered. Below it, the text reads: 'Preferred MFA Method'. There are three radio button options: 'Authenticator App (TOTP)' (which is selected), 'SMS', and 'Email'. At the bottom is a blue button labeled 'Continue'.

Open your authentication application and use it to scan the QR code that will appear on the DLS Portal screen then select Continue.



Enter the 6-digit code from the authenticator application into the DLS Portal screen to complete enrolment.



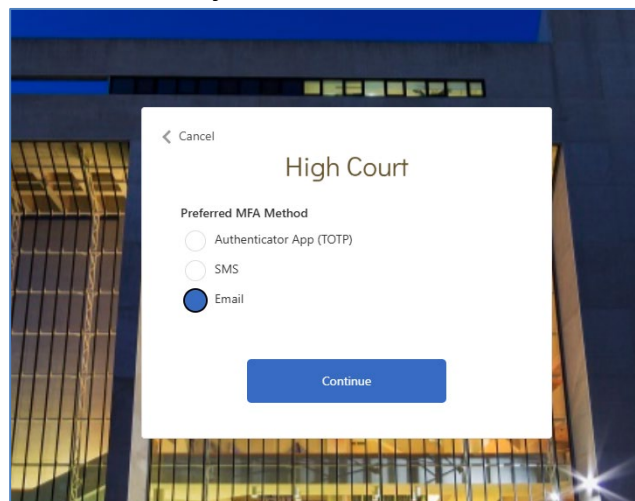


MFA registration is complete.

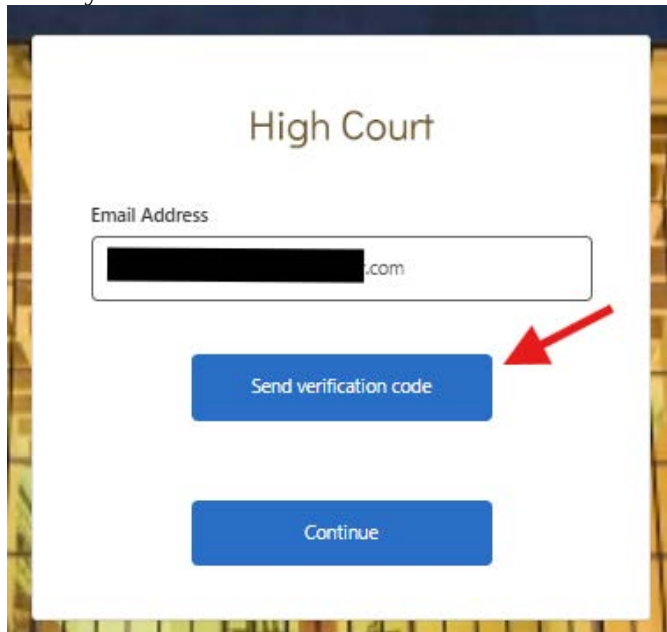
Email

A one-time verification code will be sent to your email address.

Select Email as your MFA method.



Enter your email address and select “send verification code”

A screenshot of a web form titled "High Court". It features an "Email Address" label above a text input field containing a redacted email address followed by ".com". Below the input field are two blue buttons: "Send verification code" and "Continue". A red arrow points to the "Send verification code" button.

High Court

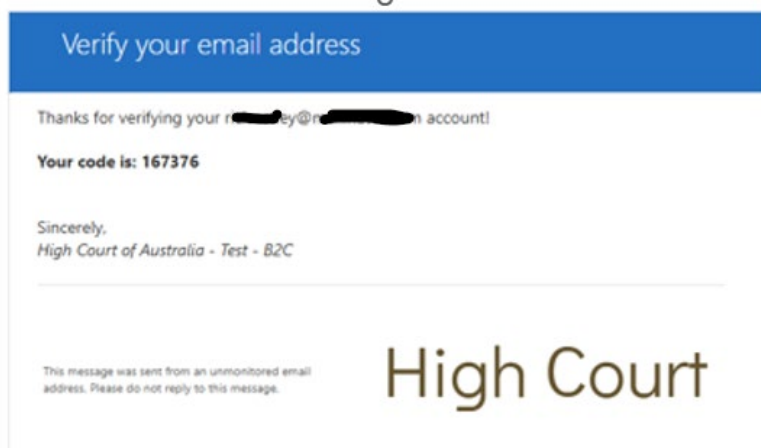
Email Address

[Redacted]@[Redacted].com

Send verification code

Continue

Check your email inbox for a verification code. Sender will show as Microsoft on behalf of the High Court - B2C (check in case it has landed in your Junk or Spam folder).

A screenshot of an email message with a blue header bar that says "Verify your email address". The body of the email says "Thanks for verifying your [Redacted] account!", "Your code is: 167376", and "Sincerely, High Court of Australia - Test - B2C". At the bottom, it says "This message was sent from an unmonitored email address. Please do not reply to this message." and "High Court".

Verify your email address

Thanks for verifying your [Redacted] account!

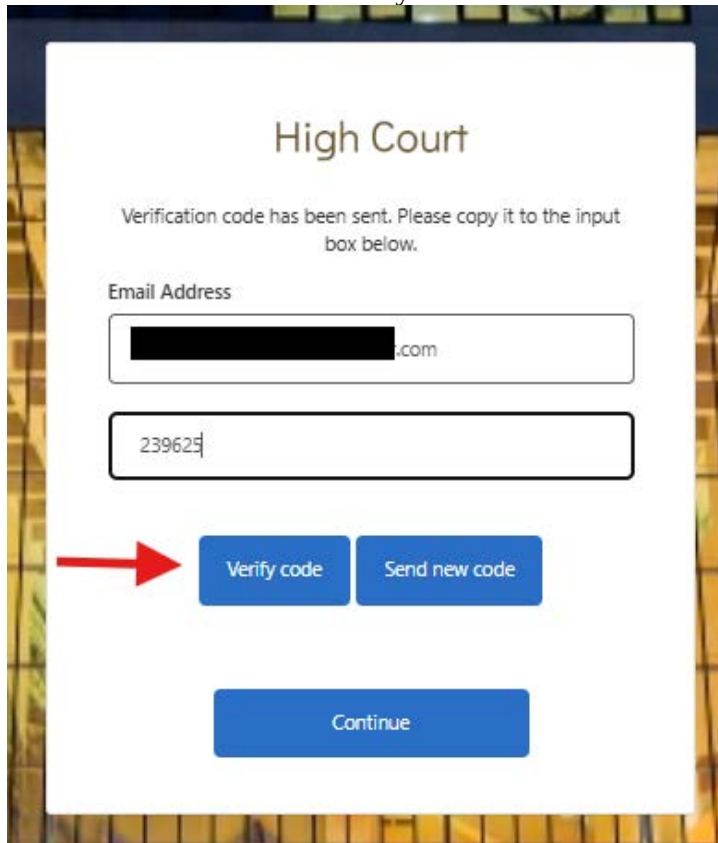
Your code is: 167376

Sincerely,
High Court of Australia - Test - B2C

This message was sent from an unmonitored email address. Please do not reply to this message.

High Court

Enter the code and select verify code



High Court

Verification code has been sent. Please copy it to the input box below.

Email Address

[Redacted] .com

239625

Verify code Send new code

Continue

Then select Continue

MFA registration is complete.

Sign-in after setup

On subsequent sign-ins, the system uses your saved MFA method. You should only need to complete the verification step (code by email/SMS, or code from the authenticator application) and not choose a method again, unless your MFA settings have been reset.

Changing or resetting MFA

If you wish to change your MFA method (e.g. from Email to SMS) it requires administrator assistance. Requests should be directed to Registry@hcourt.gov.au.

If you have lost access to your email, phone or the authenticator application you were using for MFA you will also need to contact the Registry so your MFA can be reset safely.

Password Reset

Password reset is separate to MFA reset. Use the Forgot your password? link on the sign-in page. That process uses email verification. You will still need MFA when signing in after the password has been reset.

Enquiries regarding MFA use in the DLS Portal may be directed to Registry@hcourt.gov.au.