



New Member Desktop Registration

Registration in the online banking platform allows you to access your account from your desktop computer or laptop.

Registration Step-by-Step

Use the following steps to register your account.

Step	Action
1	Click the Register with Online Banking button.
2	Click the Register as an Individual button.
3	Click and enter the following information in the corresponding fields: <ul style="list-style-type: none">• First Name• Last Name• Social Security number• Date of Birth• Account Number
4	Click the Next button.
5	Click to select the Verification Method (Text, Voice, or Email) using the drop-down arrow.
6	Click to select either a 10-digit Phone Number or an Email Address using the drop-down arrow to receive a verification code.
7	Click the Next button.
8	Click and enter the Verification Code in the Verification Code field.
9	Click the Next button.
10	Click and create a Username in the Username field using the Username must criteria.
11	Click and enter a Password in the Password field using the Password must criteria.
12	Click and reenter your password in the Confirm Password field.
13	Click the Register button on the bottom left.
14	Scroll to review the Digital Banking Disclosure .
15	Click the I Agree button.
16	Optional: Click the See What's Changed button for a review of the online banking experience.



Registration Step-by-Step, continued

Use the following steps to register your account.

Step	Action
17	Optional: Click the Get Started hyperlink to go to the dashboard.
18	Click the Next → hyperlink to view additional options and recommendations.
19	Optional: Click the Review Profile Details button to update your personal details and preferences.
20	Optional: Click the Learn More hyperlink to get additional information.
21	Click the Next → hyperlink to view additional options and recommendations.
22	Optional: (Recommended) Click the Get Set Up button to set up Multi-factor Authentication to further secure your account.
23	Click the Next → hyperlink to view additional options and recommendations.
24	Optional: Click the Add a Payee button to set up Bill Pay.
25	Click the Done hyperlink at the bottom right to complete the registration process.