

1. Enter your initial username and password. To obtain your initial login credentials contact your human resources department or call the Participant Service Center at 1-800-716-3742. Representatives are available from 8AM until 8PM Eastern.

Login as
Participant

Username

Password

Login

[Forgot username/password?](#)

2. Select a new Username and Password. Passwords must contain between 8 and 20 characters, one number, one upper and one lower case letter, one special character and no spaces.

Login (1 of 6)

Create New Username [¿Habla Español?](#)

Create New Password Confirm New Password

Password must contain at least one lower case and upper case letter, a number, and one of the following special characters ~ ! @ # \$ % ^ * () _ = | ; : ' ?

3. Choose and answer three security questions from the preselected lists. In the event you forget your password you can reset it by answering one of these Security Questions.

Security Questions (2 of 6)

Select a Security Question Answer

Select a Security Question Answer

Select a Security Question Answer

4. Confirm, update or enter your current home address.

Address (3 of 6)

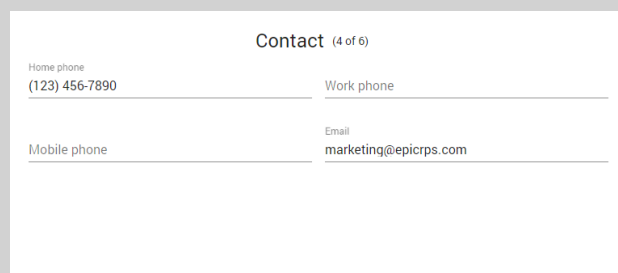
Address 1 Address 2

914 Buttonwood St Apt 3F

City Select a State Zip

Reading Pennsylvania 19604-____

5. Enter your contact information. E-mail address is a required field.



Contact (4 of 6)

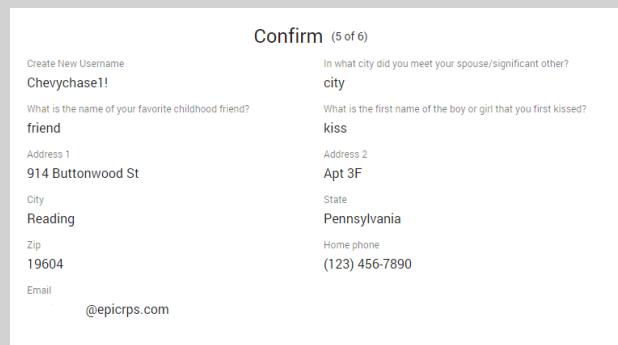
Home phone (123) 456-7890

Work phone

Mobile phone

Email marketing@epicrps.com

6. Review and confirm the information you entered in the previous steps. Click Submit if everything is accurate.



Confirm (5 of 6)

Create New Username Chevychase1!

In what city did you meet your spouse/significant other? city

What is the name of your favorite childhood friend? friend

What is the first name of the boy or girl that you first kissed? kiss

Address 1 914 Buttonwood St

Address 2 Apt 3F

City Reading

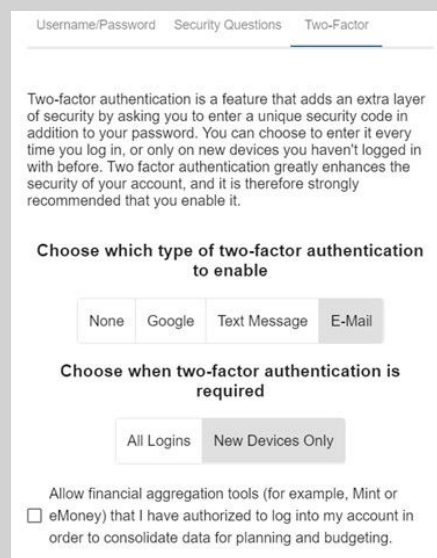
State Pennsylvania

Zip 19604

Home phone (123) 456-7890

Email @epicrps.com

7. We strongly recommend adding additional levels of security to your online account by enabling Two-Factor Authentication. You can choose the method of authentication (none, Google Authenticator, Text Message, E-mail) and the trigger of authentication (all logins or only logins from a new device). You may grant access to financial aggregator tools (i.e. Mint or eMoney) by selecting the check box at the bottom of this screen



Username/Password Security Questions Two-Factor

Two-factor authentication is a feature that adds an extra layer of security by asking you to enter a unique security code in addition to your password. You can choose to enter it every time you log in, or only on new devices you haven't logged in with before. Two factor authentication greatly enhances the security of your account, and it is therefore strongly recommended that you enable it.

Choose which type of two-factor authentication to enable

None Google Text Message E-Mail

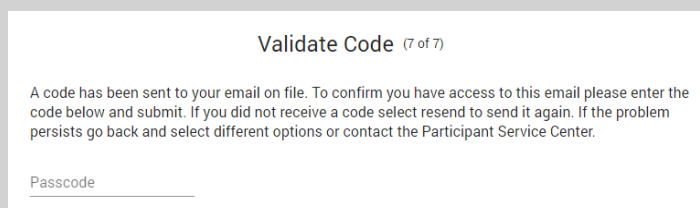
Choose when two-factor authentication is required

All Logins New Devices Only

Allow financial aggregation tools (for example, Mint or eMoney) that I have authorized to log into my account in order to consolidate data for planning and budgeting.

8. If you enabled Two-Factor Authentication, enter the passcode that you received via text or e-mail or that you generated with Google Authenticator.

Note: Regardless of Two-Factor Authentication settings, any time your account is accessed from a new device you will receive an e-mail notification. If you receive a notification and suspect that someone has accessed your account without permission contact your plan administrator immediately.



Validate Code (7 of 7)

A code has been sent to your email on file. To confirm you have access to this email please enter the code below and submit. If you did not receive a code select resend to send it again. If the problem persists go back and select different options or contact the Participant Service Center.

Passcode

If you need assistance or have questions, please contact our Participant Service Center at 1-800-716-3742.