# **Digital Banking Enrollment**

#### **Digital Banking Services**

- · Check your account balances, make a transfer, and view recent activity
- View, download, or print your monthly statements and other documents
- Set-up and manage custom alerts for account activity
- Send a secure message to us

#### How to Enroll in Digital Banking

1. Go to MSFCU Digital Banking and in the digital banking login box, click "Enroll Today".

2. The digital banking enrollment form will be displayed. Enter all required information for the primary account holder.

Please note: The last 4 of your SSN, DOB, and street number portion of address must match what is currently on your account records at the credit union.

3. Read the "Home Banking Disclosure" and agree to the terms and conditions by marking the check box next to it.

4. Check the large box next to "I'm not a robot" and select the applicable images, then click "Submit".

5. The password page will display with your temporary login password. Copy or write down this password. Then "Click Here" to return to the login screen.

### First Time Logging Into Digital Banking

1. From the login screen, enter your default login information:

- Your default login/username will be your member number.
- Your email address is the one that was used during the enrollment process.

• Your default password is the temporary password provided during the enrollment process. Click "Log In".

2. A '*Please update your account settings*' page will display. Please select an option as to whether you want us to remember the device you are currently on. Click "Continue".

3. Enter your email address. If you wish to be added to the digital banking email list, check the OPT IN box. Click "Continue".

4.*OPTIONAL*: Enter your new username *if desired* (at least 6 characters; account number cannot be used). Click "test if alias available". If available, re-enter your new username in the confirmation box and click "Continue".

5. Choose a confidence word that will display when you login. Add your TXT enabled phone to receive secure access codes in the future. Click "Continue".

6. Re-enter your temporary password given during enrollment. Then, enter your new password and confirm your new password. Your password must have a minimum of 8 characters, 1 UPPER case letter, 1 lower case letter, and include at least 1 number. Click "Continue". BE SURE to check the box that you understand the password guidelines.

7. The "update completed" message will display. Click "continue" to go to digital banking.

## Access our Digital Banking Basics Overview Document for other instructions.