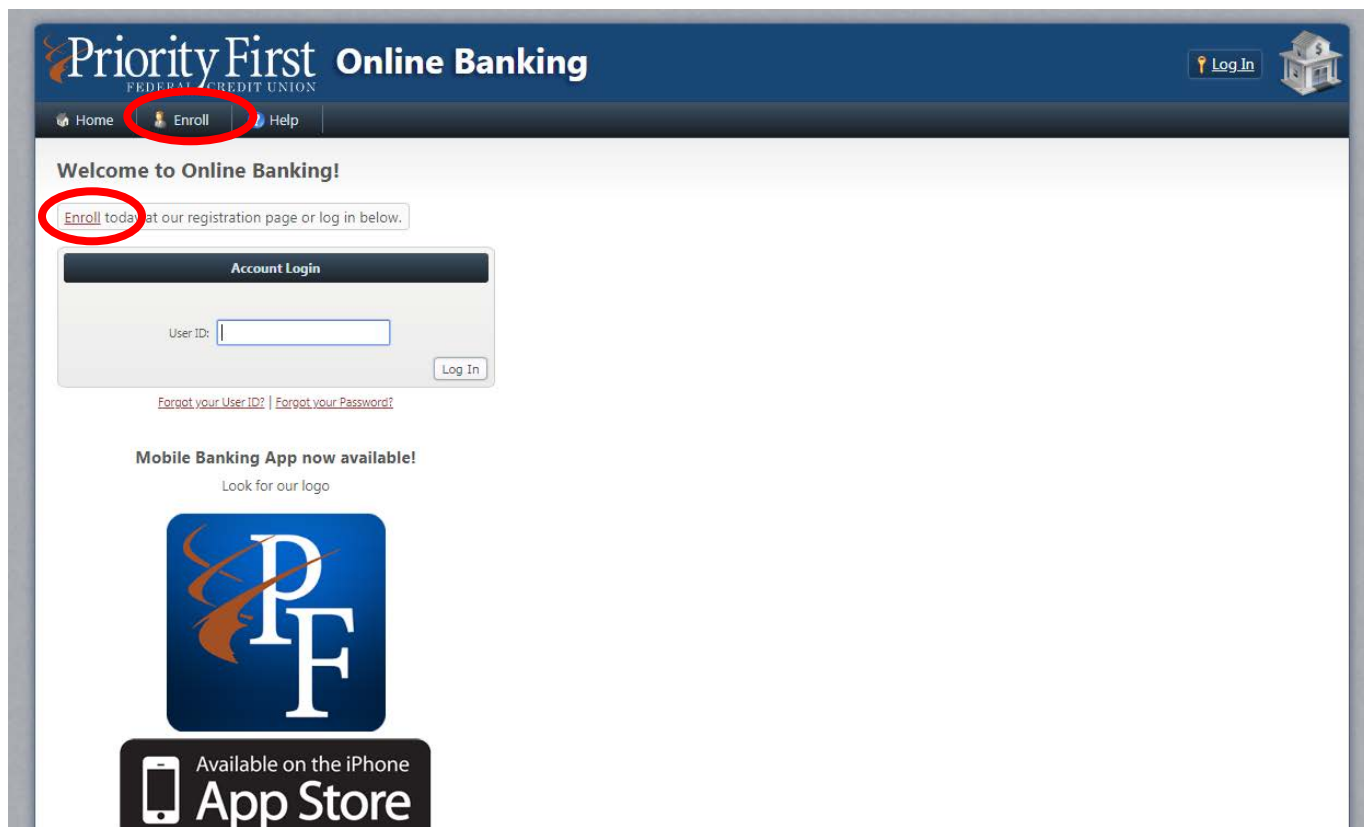


## Priority First FCU Online Banking Member Enrollment

This document will guide you through setting up an account on our Online Banking site. There are only a few pieces of information required for members to enroll in Online Banking. These are the required steps:

- 1.) Go to [www.priorityfirstfcu.org](http://www.priorityfirstfcu.org) and access the Online Banking link at the top of the main page.
- 2.) Once on the main Online Banking page (as shown below), click the "Enroll" tab or click the "Enroll" link above the login box.



- 3.) Priority First FCU's Online Banking Agreement will appear and you must click the "I Agree" button at the bottom if you agree to the terms of use.
- 4.) Next, enter the required information that matches the information for the account. The Account # is your current login for our old Online Banking site and also your member number. Then enter the last name of the Primary Account Holder and the last 4 digits of their social security number. Joint Account Holders can also create their own unique login, however they will only have access to accounts they are joint on.



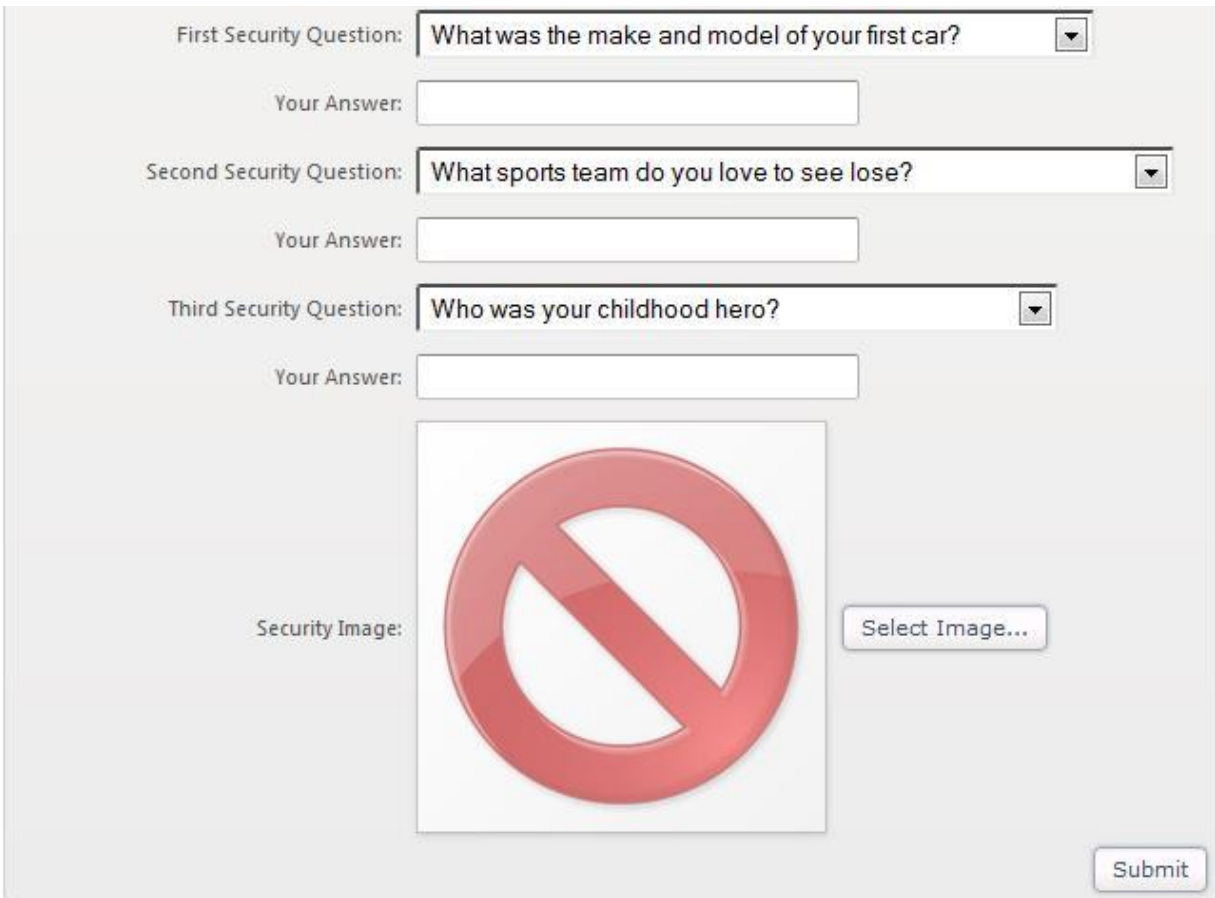
The screenshot shows a web form titled "Account Registration" with a dark blue header. Below the header, there are three input fields on the left: "Account #:", "Last Name:", and "Last 4 Digits of SSN:". To the right of these fields is a stylized illustration of a person's head and shoulders. The background is a light beige color.

- 5.) Next, enter the account login information. An email address is required to activate your account. The User ID is a unique identifier for the user, and will be verified to make sure it is not currently in use. After creating your new ID, if you see **✘User ID is already taken**, you will need to select another ID. For your password, it must be at least seven (7) characters in length and contain a capital letter and a number.



The screenshot shows a web form with four input fields on the left: "Email Address:", "Create User ID:", "Create Password:", and "Re-type Password:". To the right of these fields is a stylized illustration of a person's head and shoulders, similar to the one in the previous screenshot. The background is a light beige color.

- 6.) Finally, select your security questions and then the answer for the selected question. This will allow us to verify your information if you sign in from another device, or if you have lost your password. Then, click the "Select Image..." button to select your security image. This image will be displayed during sign-on or during transactions and profile changes, to verify that your profile information is correct before continuing.



The screenshot shows a web form for setting up security questions and a security image. It contains three rows of security questions, each with a dropdown menu for the question and a text input field for the answer. The questions are: "What was the make and model of your first car?", "What sports team do you love to see lose?", and "Who was your childhood hero?". Below the questions is a "Security Image" section with a large red prohibition sign (a circle with a diagonal slash) and a "Select Image..." button. A "Submit" button is located at the bottom right of the form.

- 7.) After you have entered all of your information, click the "Submit" button at the bottom. This will verify your information and create your online account. If you have entered any incorrect information, or have any errors, there will be a message marked in red to the right of the field that is the problem. Once your application is accepted, you can click the "View Accounts" button to access Online Banking.

If you encounter any problems, please feel free to contact your local Priority First FCU office or call (800) 368-0739 during normal business hours.