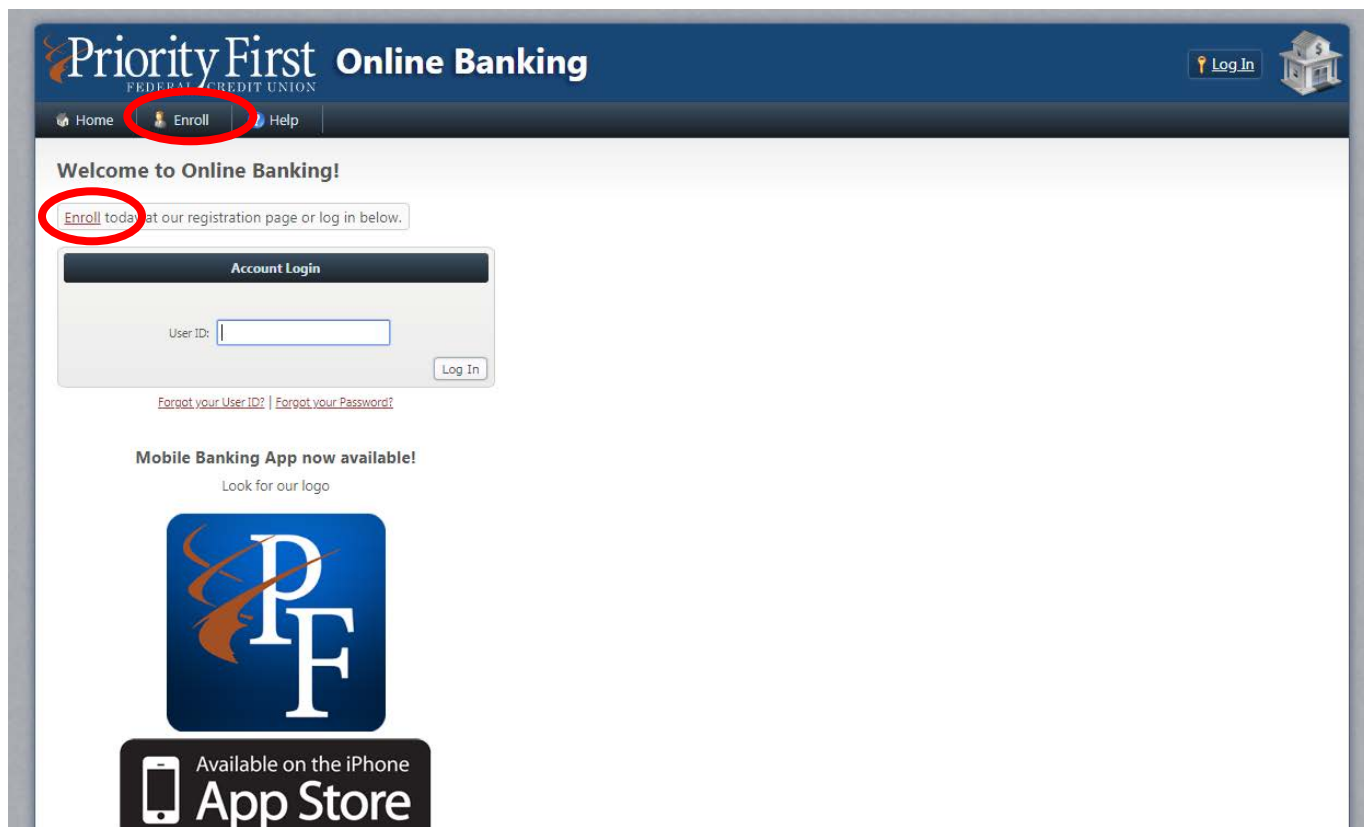# Priority First FCU Online Banking
Member Enrollment

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 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 <u>Primary</u> 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.
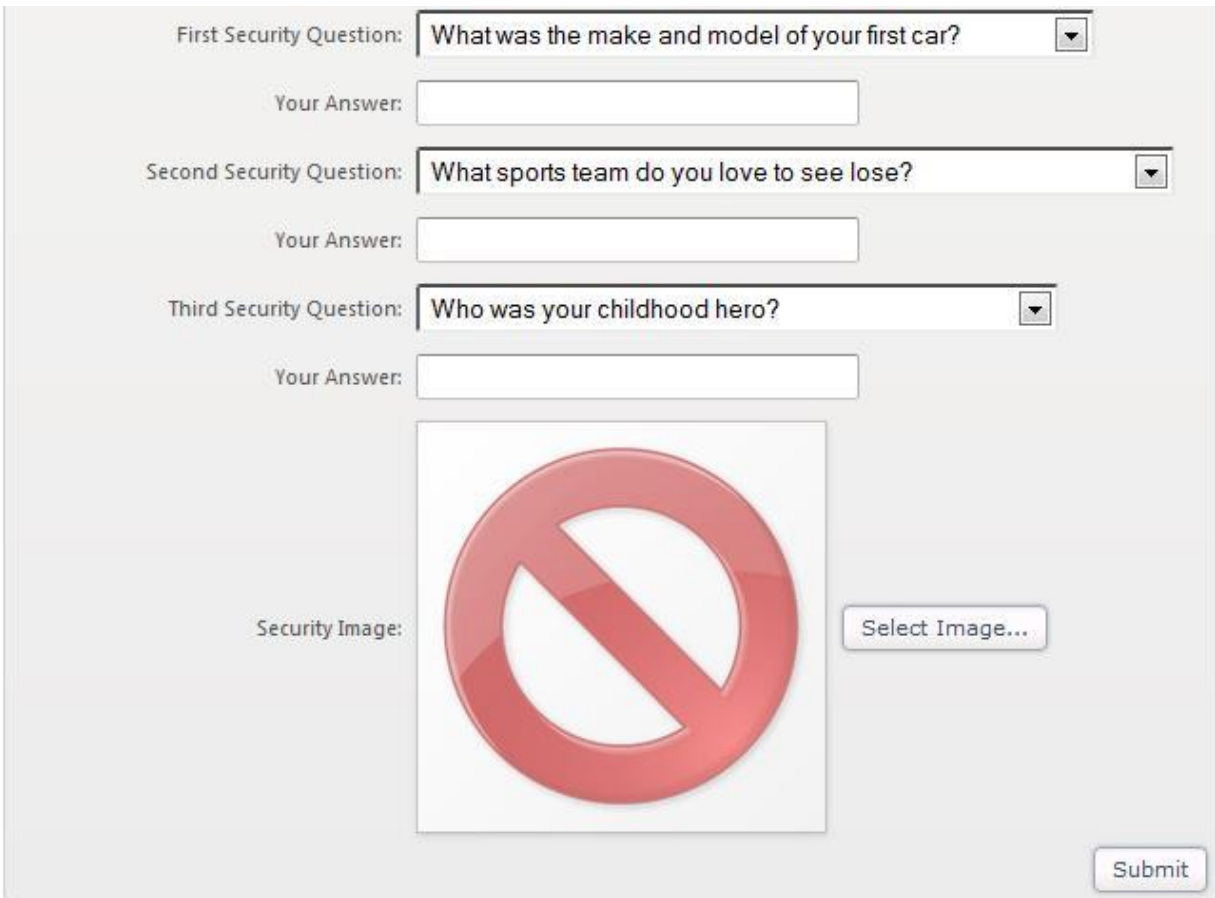
Account Registration

Account #:

Last Name:

Last 4 Digits of SSN:

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.

Email Address:

Create User ID:

Create Password:

Re-type Password:

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.

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.