

How to Enroll in SLFCU Personal Online Banking

1. Visit **slfcu.org**

2. In the Online Banking box in the upper right-hand corner of the screen, click **Enroll**. A new window will open.



A screenshot of the online banking interface. At the top right, there is a dropdown menu labeled 'Online Banking'. Below it is a 'Username' input field and a 'NEXT' button. The 'Enroll' option is highlighted in yellow in the dropdown menu, and there is a 'Forgot Password' link next to it.

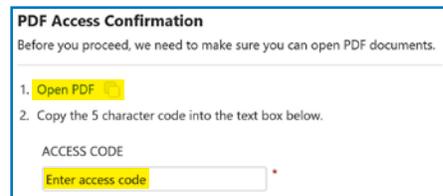
3. If you are registering your personal account for online banking, click Register as an **Individual**. If you are registering for a business, please call 505.293.0500 or 800.947.5328 for assistance.



A screenshot of a registration selection screen. It features a person icon at the top, followed by the word 'Individual'. Below that, it says 'Choose this if you are registering for your individual accounts.' At the bottom, there is a blue button labeled 'Register as an individual'.

4. Read the **Online Banking Agreement and Disclosure** and click the "I agree" checkbox.

The PDF Access Confirmation area will appear below. You must click on the **Open PDF** link to confirm you are able to open PDF documents, and retrieve the access code.



A screenshot of the 'PDF Access Confirmation' screen. It states: 'Before you proceed, we need to make sure you can open PDF documents.' There are two numbered steps: 1. 'Open PDF' (with a yellow highlight) and 2. 'Copy the 5 character code into the text box below.' Below the steps is an 'ACCESS CODE' field with a yellow highlight and the text 'Enter access code'.

Enter the access code in the box and click **Continue**.

5. Input the following required information:

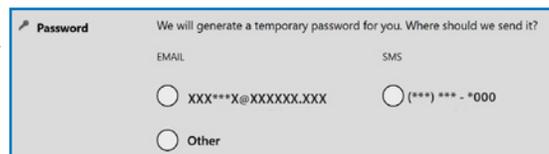
- ▶ Your account number
- ▶ Your Social Security Number

Next, enter two of the following three pieces of information:

- ▶ Your birth date
- ▶ Your email address
- ▶ Your ZIP code

6. Create a **Username** that is a minimum of 8 characters and a maximum of 32 characters. Your username is not case-sensitive. Then click **Check Availability**.

The system will generate a temporary password for you. Select if you would like to have an email with the temporary password sent to your email address on file or text message sent to your phone number on file.



A screenshot of the 'Password' generation screen. It says: 'We will generate a temporary password for you. Where should we send it?'. There are two options: 'EMAIL' with a radio button and the text 'XXX***X@XXXXXX.XXX', and 'SMS' with a radio button and the text '(***).***.***'. There is also an 'Other' option with a radio button.

NOTE: If you do not have an email address or phone number on file with SLFCU, you will be required to enter one or both at this point to continue with the enrollment process.

7. Choose three security questions, input the answers, and click **Continue**.

8. Confirm your email address, phone number, and time zone are correct.

9. Upon successful enrollment, you will arrive at the main online banking screen.

10. Log in to online banking using your username and temporary password. You will be able to update your password once you're logged in.

**For additional assistance, please call
505.293.0500 or 800.947.5328.**