

Setting up a New Member Access Account



Member Access allows members of a PEBA-administered retirement system to view and update their personal information with PEBA. Create your account today and start managing your retirement information.



Go to PEBA's website, <u>peba.sc.gov</u>, and select Member Access from one of the menu options at the top.



To set up your account, select the Register Now button.

Member Access is your online resource to view your personal information on file with the South Carolina Public Employee Benefit Authority. It's safe, secure and available anytime, from anywhere

you have Internet access.

Begin by clicking the Register Now butto

Step 3



Enter your last name, Social Security number and date of birth, and then select Continue.





Step 4



Verify your identity by selecting your previous or current address, employer, previous name or information regarding your benefit check from the list of choices, and then select Continue.

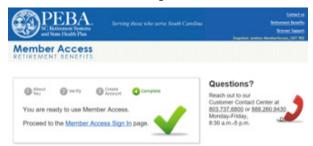
Step 5



Choose a unique user name. Your user name must be at least three characters in length and cannot contain spaces.

Choose a password for your account, keeping in mind the requirements in the gray box. Enter a valid email address, and then select Continue.

Step 6



Congratulations! You are now ready to use Member Access. Select Member Access Sign In to get started.

Log in to Member Access 24/7 to:

- · Review your service credit.
- Create benefit estimates.
- Calculate service purchase cost estimate and submit service purchase request.
- Submit a service retirement application.
- Change your State Optional Retirement Program (State ORP) service provider, if applicable.
- Update your contact information.
- Review and update your beneficiary information.
- Review your account balance.
- Request a refund.