How to Register in Member Self Service
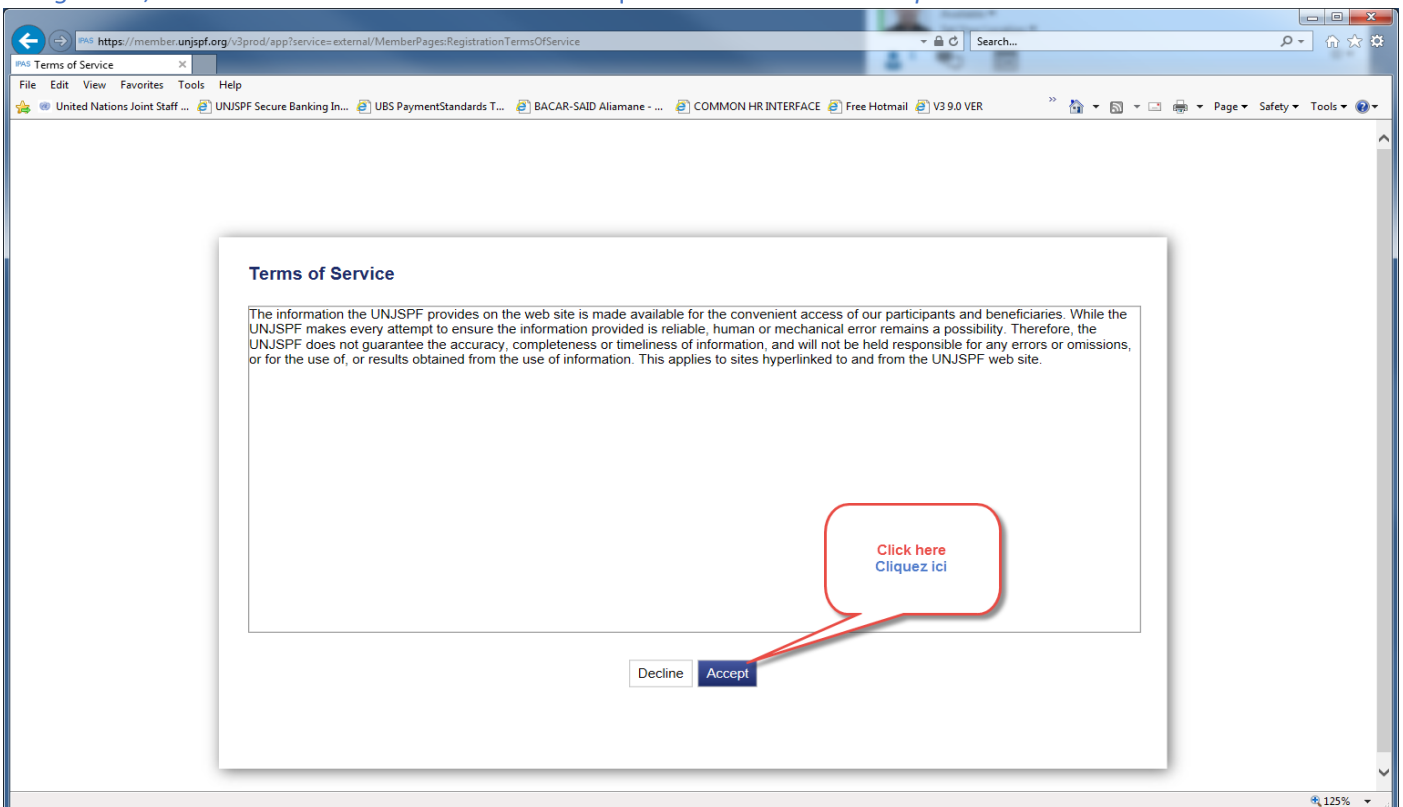## Comment s'enregistrer sur le site de nos services en ligne

In any Web browser Go to / A partir de n'importe quel navigateur, allez sur le site:
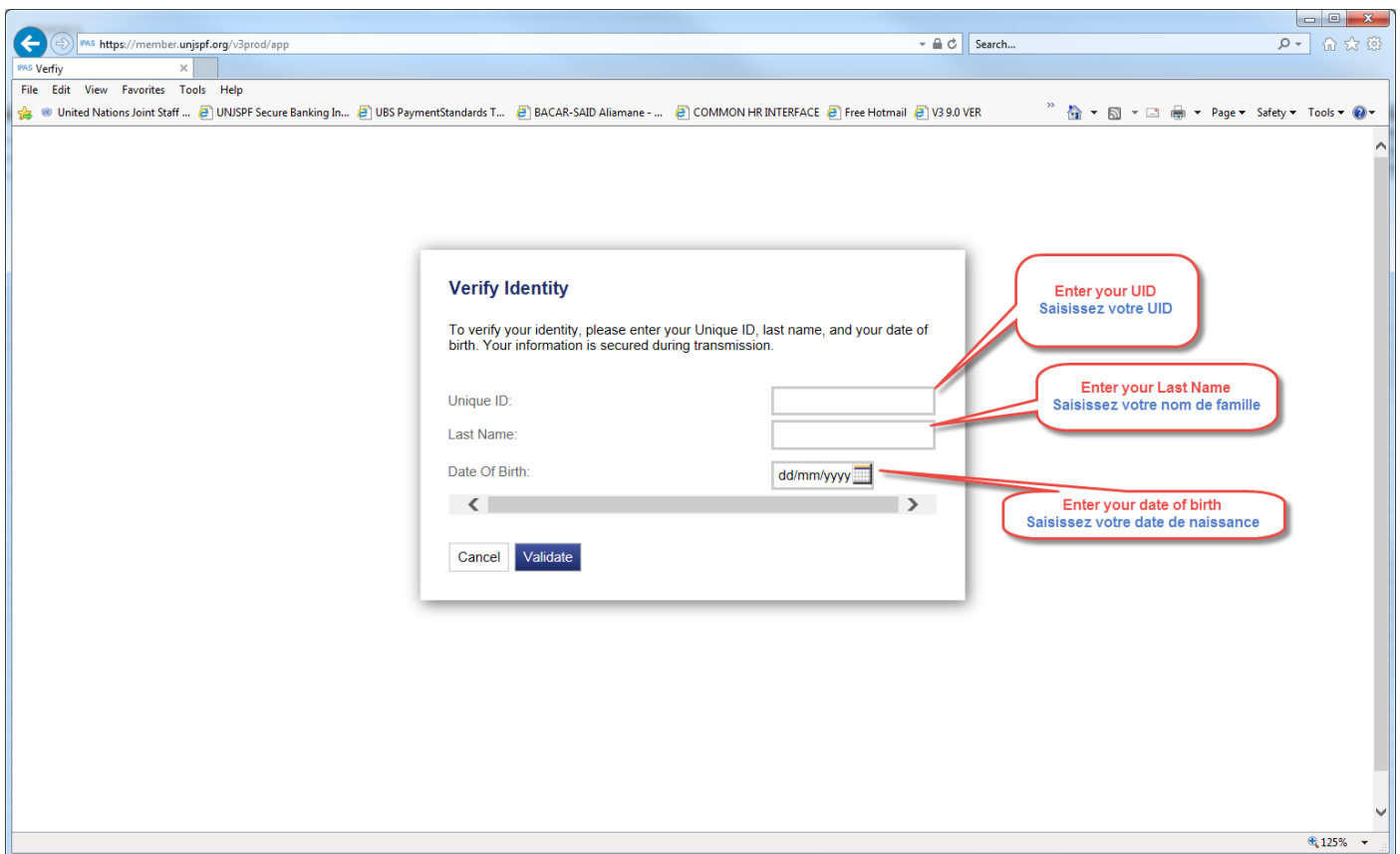http://member.unjspf.org

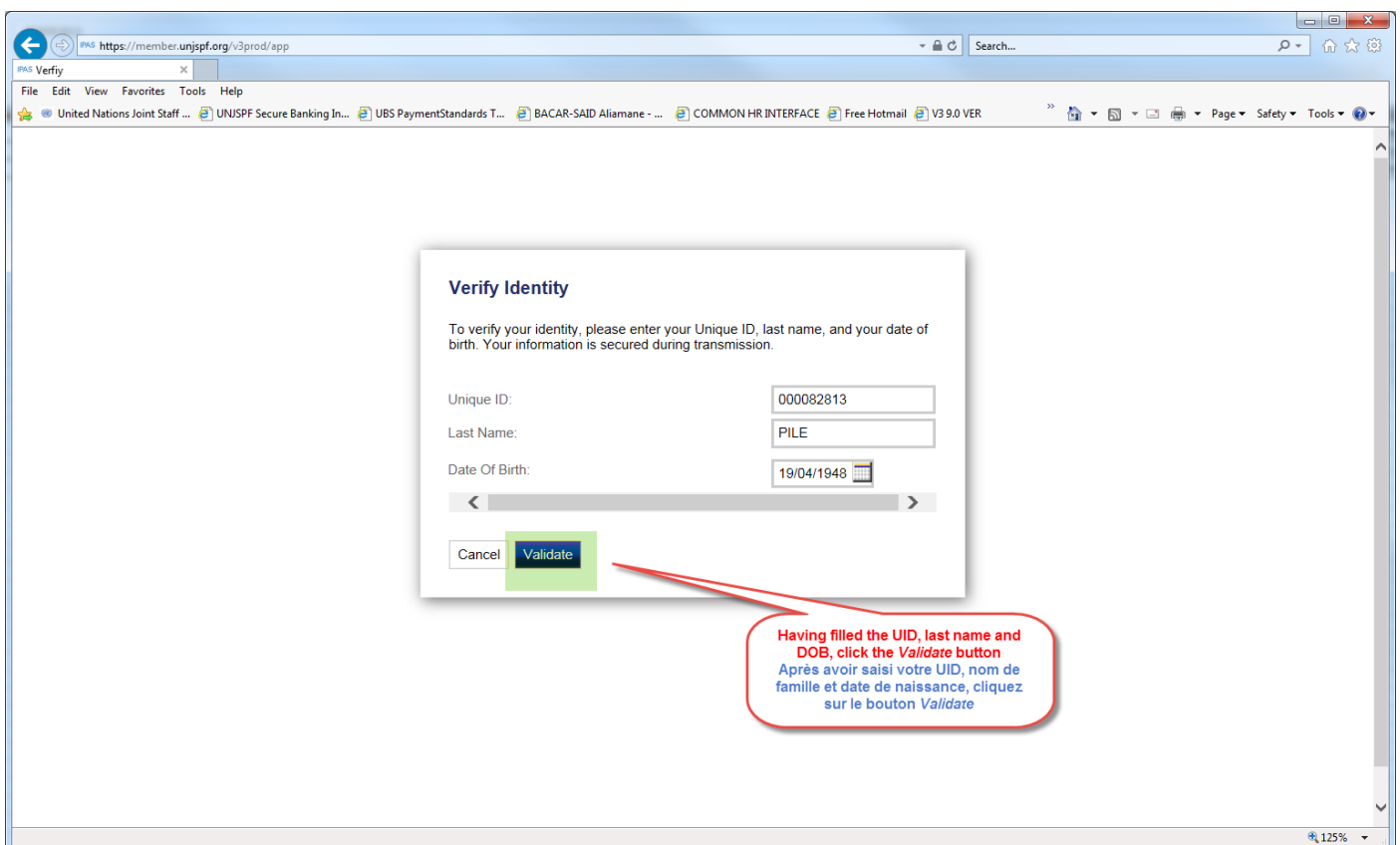You will see the screen below / Vous verrez l'écran ci-dessous:

Click on the *Register* Button, you will get the screen below. Click on the *Accept* Button / Cliquez sur le bouton « *Register* », vous obtiendrez l'écran ci-dessous. Cliquez sur le bouton « *Accept* »

You will get the following Screen / Vous obtiendrez l'écran suivant:

Please fill the requested information and click on the *Validate* Button / Veuillez saisir les informations demandées et cliquer sur le bouton "*Validate*"

You will get the screen below that you will need to fill and click the *Submit* button / Vous obtiendrez l'écran ci-dessous dans lequel vous devrez remplir tous les champs et cliquer sur le bouton "Submit"

Account Setup

Account

All fields are required. The password is case sensitive.

Person: TULL, BASIL

Username:

Enter New Password:

Confirm New Password:

Username Restrictions:
-Username should have a minimum of 8 characters
-Username should have a minimum of 2 alpha characters
-Username should have a minimum of 2 numeric character

Password Restrictions:
-Password must have a minimum of 8 characters
-Password must have a minimum of 1 numeric characters
-Password must have a minimum of 1 capital letters
-Password must have a minimum of 1 lower case letters
-Password cannot be set to any of the previous 2 passwords

Enter your own User Name
Saisissez votre nom d'utilisateur personnel

Enter your own password
Saisissez votre mot de passe

Security Questions

Security questions are used in-case you ever need to recover your password.

Select First Security Question: In what city or town was your first job?

Enter Answer to First Question:

Select Second Security Question: What was the last name of your third grade teacher?

Enter Answer to Second Question:

Select Third Security Question: What was your childhoo... umber including area code?

Enter Answer to Third Question:

Please answer the security questions
Veuillez répondre aux questions de sécurité

Email Address

Your email address is used for all communications from the fund office. It will remain private and it will not be shared with outside companies.

Enter Email Address:

Re-enter Email Address:

Cancel   Submit

Click Submit after having filled everything
Cliquez sur Submit après avoir rempli tous les champs

Enter your email address
Saisissez votre adresse email

Si tout se passe correctement, le système créera votre compte et reviendra à l'écran initial. Veuillez saisir votre nom d'utilisateur et mot de passe et cliquer sur le bouton « *Login* » pour accéder au système.

If all is well, the system will create your account and will come back to the initial screen. Please enter your User Name and Password and Click on the "*Login*" button to access the system.