

The background features a light teal color with stylized white illustrations of a landscape. On the left, three birds are shown in flight. In the center, a small cloud floats in the sky. On the right, a windmill stands on a hill. The overall style is clean and modern.

**Multi-Factor Authentication (MFA) guide:
Create a new member account.**

START




STEP 1

- Hover over the "Sign in / Sign up" button
- Click the "Create a New Account" drop down option

NEXT STEP 

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Sign In / Sign Up 




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Select Your Account Type Below

Member Login 

Employer Login

Ameritas Login

Create a New Account

Click "Create a New Account"

Have you done your retirement homework?

Each year, NPERS offers seminars to help members understand their retirement plans and prepare for retirement. We strongly encourage all members to take advantage of these seminars, now available both in-person and online!

For more information, visit our seminar pages dedicated to your specific plan.

- [State/County](#)
- [Nebraska School](#)
- [Omaha School](#)



STEP 2

- Read through the instructions
- Click on the "Continue" button (bottom right)

NEXT STEP >>

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Create/Activate New Account

PLEASE NOTE!

NPERS has upgraded to a statewide login system featuring Multi-Factor Authentication (MFA). Want to see what our new login system looks like? [Check this out](#)

- If you already have an account and have set up MFA, click [here](#) to log in using your email address and password. For detailed instructions, please click [here](#).
- All other users are required to either create a new member account or activate an employer account and setup MFA by following the instructions provided below.
 - Members looking for detailed instructions, please click [here](#).
 - Employers looking for detailed instructions, please click [here](#).

Read note

Instructions

1. Ensure you have a valid email address and phone number ready.
 2. Click the "Continue" button below to be redirected to the secure web page where you can create your Login ID and password. Click [here](#) for a preview of the secure page you will be directed to.
 3. After successfully creating your login credentials, you will be redirected back to NPERS. You will need to provide the following information:
 - For Member/Retiree Accounts: Your Name, Social Security Number (SSN), and Retirement Number.
 - For Employer Accounts: Your Organization ID (OrgID) and your verification code, which was sent to your email address.
- Should you require assistance in obtaining your retirement number, please contact the NPERS office directly at (402) 471-2053.

Read instructions

Continue



Click on "Continue"

STEP 3

- Click on the "Sign up now" link on the bottom right corner.
- Located directly under the "Sign in" button

NEXT STEP >>



NEBRASKA

Enter email address to login

Password

[Forgot your password?](#)

[Sign in](#)

Don't have an account? [Sign up now](#)



Click "Sign up now"

STEP 4

- Enter your "Email Address"
- Click on the "Send verification code" button
- You will receive an email with a verification code

NEXT STEP >>



Please provide the following details.

NEBRASKA

example1234@email.com **Provide email**

Send verification code **Click "Send verification code"**

Once you have successfully created your new account, this email address will be your login ID.

STEP 5

- Enter the "Verification Code" you received
- Click on the "Verify Code" button

NEXT STEP >>



Please provide the following details.

NEBRASKA

Verification code has been sent. Please copy it to the input box below.

example1234@email.com

107586

Copy the verification code that is sent to your email inbox. (Check "junk mail" if needed)

Verify code

Click "Verify code"



STEP 6

- Provide details as directed

NEXT STEP >>



Please provide the following details.

Provide password and name in the spaces provided below

NEBRASKA

example1234@email.com

New Password

Confirm New Password

First Name

Last Name

PASSWORD COMPLEXITY REQUIREMENTS

- 8-16 Characters, and
- Contains 3 out of 4 of the following:**
- Uppercase letter
- Lowercase letter
- Number (0-9)
- Symbol - @ # \$ % ^ & * - _ + = [] { } | \ : ' , ? / ` ~ " () ; .

Create

Click "Create"



You will use this password to login to your newly created account.

STEP 7

- Provide details as directed

NEXT STEP >>



Enter a number below that we can send a code via SMS or phone to authenticate you.

Provide phone number for authentication

NEBRASKA

United States (+1) **Click on the "Country/Region" dropdown and select the appropriate country**

4021234567 **Provide phone number here**

Send Code **Call Me** **Cancel**

"Send Code" option provides SMS (text message) authentication

"Call Me" option provides automated phone call authentication.

If you are using a land line, or a phone that can't accept a text message, call me is the only option you can use.

STEP 8

- Enter the "Verification code"
- Click the "Verify Code" button

NEXT STEP >>



Enter a number below that we can send a code via SMS or phone to authenticate you.

NEBRASKA

+14021234567

please wait for a few seconds before sending a new code.

Enter the "Verification code"



STEP 9

- Read the **“Electronic Signature Agreement”**
- Click the **“I Agree”** button (bottom right corner)

NEXT STEP 

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Electronic Signature Agreement

NOTE: ACCESSING OR REQUESTING ACCOUNT INFORMATION OR TRANSACTIONS THROUGH THIS SITE CONSTITUTES AND SHALL BE DEEMED TO BE AN ACCEPTANCE OF THE FOLLOWING TERMS AND CONDITIONS.

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Use of your User Id and Password is the agreed security procedure to access the secure area of the NPERS website. In order to prevent unauthorized access to your accounts and to prevent unauthorized use of the NPERS website, you agree, by using the NPERS website, to keep confidential, and to not give or make available your User Id and Password or other means to access your accounts to any person not authorized to access your accounts. The loss, theft or unauthorized use of your User Id and Password could cause you to lose some or all of the money and/or service credit, in your accounts. If you disclose your User Id and Password to any person(s) or entity, you assume all risks and losses associated with such disclosure. If you permit any other person(s) or entity to use your User Id and Password, or other means to access your accounts through the NPERS website, you are responsible for any transactions and activities they authorize from your accounts. You agree to immediately notify us by calling 1-402-471-2053 during normal customer service hours of any unauthorized use of your User Id and Password or of any other breach of security, or if you believe someone may attempt to access the NPERS website without your consent or has transferred money without your permission.

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If you don't agree to the terms contained in this Agreement, please exit this website. Please click the back button on your browser to return to the previous page.

Click **“I Agree”**

NEXT STEP 



STEP 10

- Select "Account Type"
- Click the "Next" button (bottom right corner)

NEXT STEP >>



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Instructions - Create Your Account

Select Account Type

Member

Select the appropriate account type

PLEASE NOTE!

The Ameritas online account access for State, County, Deferred Compensation Plan, and Patrol (DROP only) members is not available through this process. To create an Ameritas online account, click [HERE](#).

CREATE YOUR ACCOUNT OVERVIEW:

Filling in the information on the next few pages will allow us to validate your personal data and create a web profile for you on our web site.

You can then log in anytime to check your member account and explore the web site.

By creating a member account, you will gain access to see beneficiaries on file. Retired members may also access their 1099R and change their tax withholding information.

Read "overview"

WHAT WILL YOU NEED:

1. Your First Name, Middle Initial and Last Name.
2. Your Social Security Number.
3. A valid email address. This can be changed anytime after the web account has been created.

In addition, you will need to enter the following information to complete the validation process.

- Your Retirement Number

Should you require assistance in obtaining your retirement number, please contact the NPERS office directly at (402) 471-2053.

Read "what you will need"

Instructions: 4 easy steps!

Step 1: Create a new web account.

Step 2: Enter your Personal Data and/or Owners data for validation.

Step 3: View your web profile information.

Step 4: Log in!

Read "instructions"

Click "Next"

Next



NEXT STEP >>

STEP 11

- Enter your “personal information”
- Click the “Next” button

NEXT STEP >>

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Create Your Account

Welcome to the account creation page. Enter your personal information on this page.

Enter your personal information in the spaces provided below

Account Information

Select Account Type *
Member

Retirement Number * ⓘ
999999

First Name *
First Name

Middle Initial
Middle Initial

Last Name *
Last Name

Email *
example1234@email.com

SSN * ⓘ
[] - [] - []

This site uses CAPTCHA for testing purposes only. Please report to the site admin if you are having any issues.

I'm not a robot

reCAPTCHA
Privacy * Terms

Click “Next”

Next



STEP 12

- Click the "Login" button

NEXT STEP >>

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Account Activation Confirmation

Congratulations your web account has been successfully activated. Please print out this page for future reference.

Account Confirmation Data

Username : example1234@email.com

Email Address : example1234@email.com

What's Next?

Now that your web account activation is successful you may choose to do one or more of the following things:

Login

Login NPERS web site

Send message

Click "Login"



Member account creation successful

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Welcome Back, YOUR NAME

Member Account Home Page

Your Account Information

[Account Information](#)

[Demographic Information](#)

[Review Beneficiary\(s\)](#)

[Benefit Estimator](#)

[ALBI Estimator](#)

[View 1099R Information](#)

Personal Information

Name: YOUR NAME
SSN: ***-**-1234
E-mail: example1234@email.com

Update Web Account Information



[Change Password](#)