

## How to register with miAccount

1. On the right hand side of the miAccount login screen, click the “Register Now” button.

The screenshot shows the Michigan Office of Retirement Services (ORS) miAccount login page. At the top, there is a header with the Department of Management & Budget logo, the text "Office of Retirement Services", and the Michigan.gov logo. Below the header is a navigation bar with links: Michigan.gov Home, miAccount Home, Contact miAccount, Help, and ORS Home. The main content area is divided into three columns. The left column is a dark sidebar with the ORS logo and the text "Contact miAccount". The middle column contains a welcome message and instructions for new users, with a callout box pointing to the "Register Now" button. The right column is titled "New Users" and provides instructions for creating an account. Below the main content is a login form with fields for User ID and Password, a checkbox for "I am the authorized user of this account", and "Log In" and "Clear" buttons. At the bottom, there is a footer with various links and a copyright notice.

Department of Management & Budget  
**Office of Retirement Services**  
Michigan.gov  
The Official State of Michigan Website

Michigan.gov Home | miAccount Home | Contact miAccount | Help | ORS Home

**Contact miAccount**

Welcome to **miAccount**. On this secure site you can view and print your personal account information, with ORS. **miAccount** is available from 8 a.m. to 11 p.m.

If you're a new user, click Register Now and password.

Both your user ID and password are required. To enforce regular password changes, we strongly recommend that you change your password frequently. Once you are logged in, click the Update Profile link on the left to change your password.

**Click the Register Now button**

**New Users**

You are three short steps away from managing your retirement information online! If you receive a pension or if you work as a public school employee, state employee in the defined benefit plan, or enlisted State Police officer, click the Register Now button to create your online account.

[Register Now](#)

**I forgot my USER ID**  
**I forgot my PASSWORD**  
**Using your temporary password.**

If you did not receive the email with your temporary password, check your junk mail or spam filter. Or, try adding [ors-messages@michigan.gov](mailto:ors-messages@michigan.gov) to your address book.

\* = Required Fields

\* **User ID:**

\* **Password:**

\*  **I am the authorized user of this account.** This account is intended exclusively for conducting State of Michigan retirement business. Changes made in this account are monitored and recorded. Please click the check box to indicate that you are the authorized user of this account.

[Log In](#) [Clear](#)

[Michigan.gov Home](#) | [miAccount Home](#) | [Contact miAccount](#) | [ORS Home](#) | [Help](#) | [State Web Sites](#) | [Feedback](#)  
[Privacy Policy](#) | [Link Policy](#) | [Accessibility Policy](#) | [Security Policy](#)  
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2. Read the registration steps, scroll down to the bottom of the screen, and click the “Continue” button.

Contact miAccount

**miAccount - Registration**

Welcome to *miAccount*. Before you can use these services, you will need to create your user profile in just three easy steps.

**Step 1 - Read & Agree to Our Security Agreement**  
ORS takes protecting your information seriously. By reading and agreeing to the terms and conditions of our Security Agreement, you are saying you understand the security measures ORS has in place to help us protect your information.

**Step 2 - Validate Your Identity**  
Next, you will need to authenticate yourself by entering your social security number, your last name and your date of birth. You will also provide information about your relationship with ORS. It is important that the information you have entered matches our records. If you need help during this step, you'll find information on how to contact us for assistance.

**Step 3 - Create Your Online User Profile**  
In this step, you will enter a **user ID** and provide answers to **security questions**. Once you enter this information, we will email you a **temporary password**. The first time you log in, you will be required to change the **temporary password**. Your **security questions & answers** can be used in the future if you forget your password. Your **password** and **security answers** are your keys to accessing our online service. We take this extra step in our effort to ensure your information remains secure.

**Next Steps**  
Once you have completed all the steps, you will see a confirmation page that displays your log in profile information and provides instructions on how to log in. Once you receive your temporary password by email, you are ready to begin using *miAccount*.

Click the Continue button at the bottom of the page

3. Click the link to read the Michigan Security Policy. Click the “I Agree” button.

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Contact miAccount

**Registration Step 1 - Read & Agree to Our Security Policy**

ORS is committed to protecting your confidential member information. To continue the registration process you must review and agree to the Michigan Security Policy below. Your future use of this website is contingent upon you having read, understood, and agreed to the Michigan Security Policy.

[Michigan Security Policy](#)

Click to continue

4. Enter your social security number, date of birth, last name, select your retirement system from the dropdown, and then select your status.

If you are retired, you will need to enter your NET pension payment. Do not include a dollar sign.

If you are not retired, you will need to enter your member ID. You can find your member ID on your 2008 Member Statement. If you do not have your Member ID, you can request it by clicking “Contact miAccount” on the left. In your request, you need to request your member ID and include your full name, address, phone, date of birth, and the name of your employer.

After you have entered the information, click the “Continue” button.

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**Contact miAccount**

**Registration Step 2 - Validate Your Identity**

Please enter the information requested below to create an account with *miAccount*. The information you enter must match our records. If you receive an error, or need assistance, click on Contact *miAccount*.

If you are receiving a pension from any of the four retirement systems administered by ORS, you must choose "I currently receive a retirement pension or insurances" from the drop down list below even if you currently work in another system.

\* = Required Fields

\* **Social Security Number:**

\* **Date of Birth:**  (MM/DD/YYYY)

\* **Last Name:**

\* **Retirement Systems:**

\* **Status:**

Michigan.gov Home | miAccount Home | Contact miAccount | ORS Home | Help | State Web Sites | Feedback  
Privacy Policy | Link Policy | Accessibility Policy | Security Policy  
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5. Next, you will create your user profile. Please note ALL of the information you provide on this screen is case sensitive. Your user ID needs to contain a minimum of 8 and maximum of 20 characters. It can include uppercase letters, lowercase letters, and numbers. It MUST include at least one letter.

After you have entered the information, click the “Continue” button.

<a href="#">View Preretirement Meeting Schedule</a>	<b>Registration Step 3 - Create Your User Profile</b>
<a href="#">Contact miAccount</a>	Please complete all the requested information. Your email address will be kept on file and used to correspond with you regarding your account. It will also be used to forward you a temporary password. Your security questions will help us identify you later if you forget your password.
	Your user ID can be anything you can easily remember. Your user ID does need to be between 8 to 20 characters long, no spaces. It is case sensitive and it does have to include one letter.
	* = Required Fields
	* <b>User ID:</b> <input type="text"/>
	* <b>Email Address:</b> <input type="text"/>
	* <b>Confirm Email Address:</b> <input type="text"/>
	<b>Preferred Correspondence method:</b> <input type="text" value="-Select-"/>
	* <b>Security Questions:</b>
	* <b>#1:</b> <input type="text" value="-Select-"/> <b>Answer:</b> <input type="text"/>
	* <b>#2:</b> <input type="text" value="-Select-"/> <b>Answer:</b> <input type="text"/>
	* <b>#3:</b> <input type="text" value="-Select-"/> <b>Answer:</b> <input type="text"/>
<input type="button" value="Register"/> <input type="button" value="Clear"/>	

6. You will receive a confirmation page. Click the “Login” button to continue to the login page.

<a href="#">View Preretirement Meeting Schedule</a>	<b>Registration Confirmation</b>
<a href="#">Contact miAccount</a>	Congratulations! Your registration process is complete. Your User ID is MrMudget. Your User ID is case sensitive.
	We have sent a temporary password to your email address will@aol.com.
	Please allow up to 15 minutes to receive your temporary password. If you do not receive the email containing the temporary password, first check your junk mail or spam folder. If you do not find the email there, add the following to your email address book:
	ors-messages@michigan.gov
	After adding this to your address book, return to the login page and click the "Forgot Password" link on the right. A new temporary password will be emailed to you.
	We strongly suggest you copy the temporary password and paste it into the password field. You will use the temporary password to log in for the first time, as soon as you enter the site you will be asked to change your password.
	If you experience any problems, you can post a message on the message board by clicking the Contact miAccount button on the left. Click the Log In button below to return to the log in page. [CNF 2001.04]
	<input type="button" value="View Printer Friendly"/> <input type="button" value="Log In"/>
	<a href="#">Michigan.gov Home</a>   <a href="#">miAccount Home</a>   <a href="#">Contact miAccount</a>   <a href="#">ORS Home</a>   <a href="#">Help</a>   <a href="#">State Web Sites</a>   <a href="#">Feedback</a> <a href="#">Privacy Policy</a>   <a href="#">Link Policy</a>   <a href="#">Accessibility Policy</a>   <a href="#">Security Policy</a>

Then, navigate to your email to receive your temporary password email. Please allow 10-15 minutes to receive the email. If you do not receive your temporary password you should check your junk mail or spam folder, if you do not have mail from ORS, try adding **ors-messages@michigan.gov** to your address book.

We strongly suggest you copy your temporary password instead of trying to type it into the login field.

7. Return to the miAccount login page ([www.michigan.gov/orsmiaccount](http://www.michigan.gov/orsmiaccount)).

Enter your user ID — remember it is case sensitive.

Paste in your temporary password.

[View Preretirement Meeting Schedule](#)

[Contact miAccount](#)

**citistreet**  
Manage Your Account Online



Welcome to **miAccount**. On this secure site you can view and print your personal account information, make changes, and correspond securely with ORS. **miAccount** is available to you seven days a week from 5 a.m. to 11 p.m.

If you're a new user, click Register Now at the right to establish a user ID and password.

Both your user ID and password are case sensitive. ORS does not enforce regular password changes. However, as an ongoing security measure, we strongly recommend that you change your password frequently. Once you are logged in, click the Update Profile link on the left to change your password.

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\* = Required Fields

\* **User ID:**

\* **Password:**

\*  **I am the authorized user of this account.** This account is intended exclusively for conducting State of Michigan retirement business. Changes made in this account are monitored and recorded. Please click the check box to indicate that you are the authorized user of this account.

**New Users**

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[I forgot my USER ID](#)

[I forgot my PASSWORD](#)

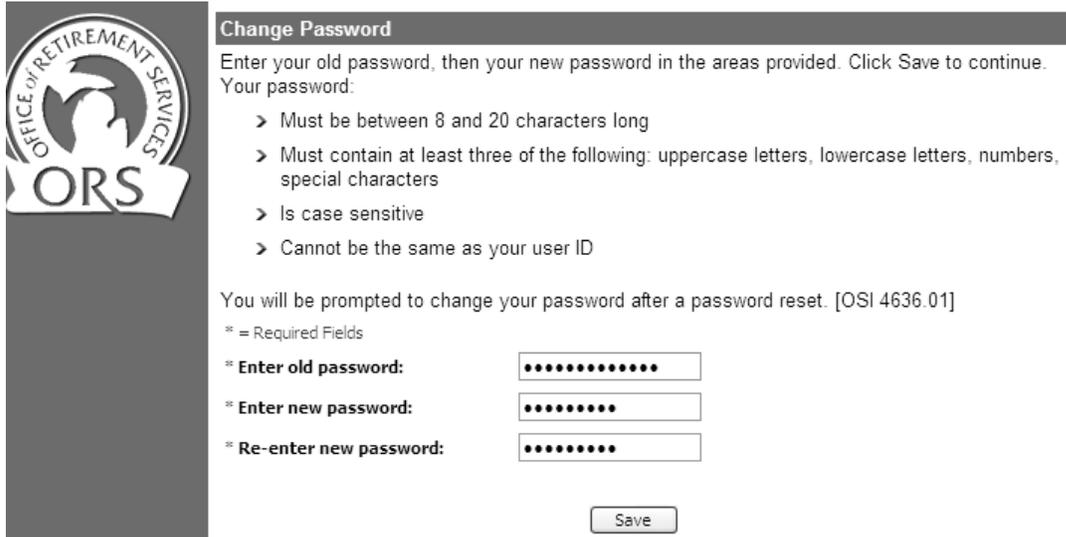
[Using your temporary password.](#)

If you did not receive the email with your temporary password, check your junk mail or spam filter. Or, try adding [ors-messages@michigan.gov](mailto:ors-messages@michigan.gov) to your address book.

8. When you enter miAccount you will have to create a personal password.

Paste the temporary password into the old password field.

Your personal password **has to be 8 to 20 characters long and include uppercase letters, lowercase letters, and at least one number.**



**Change Password**

Enter your old password, then your new password in the areas provided. Click Save to continue.

Your password:

- > Must be between 8 and 20 characters long
- > Must contain at least three of the following: uppercase letters, lowercase letters, numbers, special characters
- > Is case sensitive
- > Cannot be the same as your user ID

You will be prompted to change your password after a password reset. [OSI 4636.01]

\* = Required Fields

\* Enter old password:

\* Enter new password:

\* Re-enter new password:

9. After gaining access to your account, generally speaking, use the buttons on the left to navigate through the site.

Because of the secure information on miAccount, the back button will return you to the previous page, instead use the cancel buttons at the bottom of the miAccount page to return to your previous location.