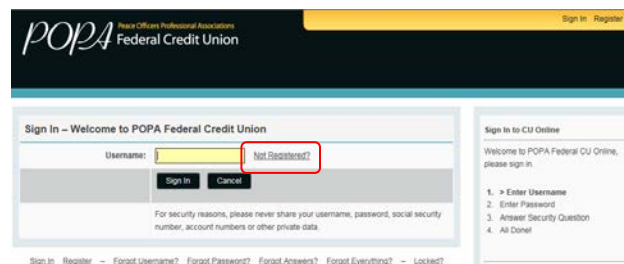# New Online Banking Guide for Re-Registration and FIRST Time Login

Register Create a User ID and Password.
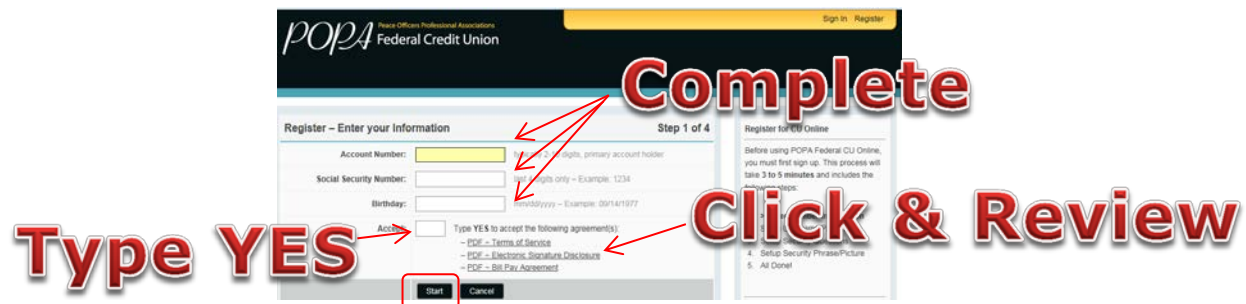
If this is your first time logging into our NEW online banking system, click "Not Registered."

Step 1 of 6: Enter Information and Accept Terms and Conditions

- Enter your Member/Account Number, Social Security Number, and Birthday.
- Click on the Terms and Conditions.
- Once you have reviewed the Terms and Conditions, **Accept** by typing in "YES".

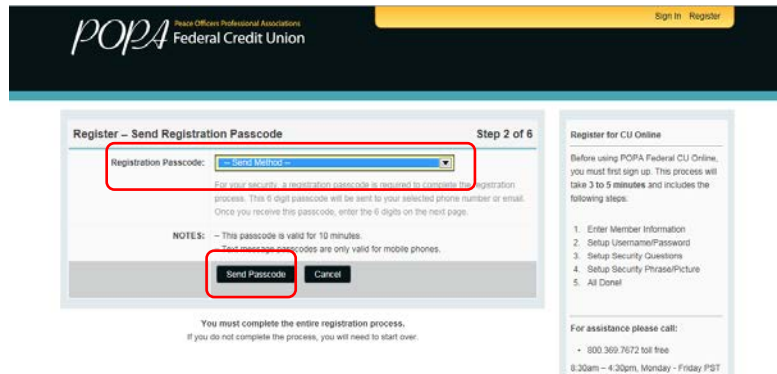**Step 2 of 6: Send Registration Passcode**

Select from the drop down menu how you would like to receive your six-digit verification passcode.

1. **By phone: Text me**

   Your message will come from the number 562.205.8695, stating "Your POPA Security code is ######."

2. **By phone: Call Me**

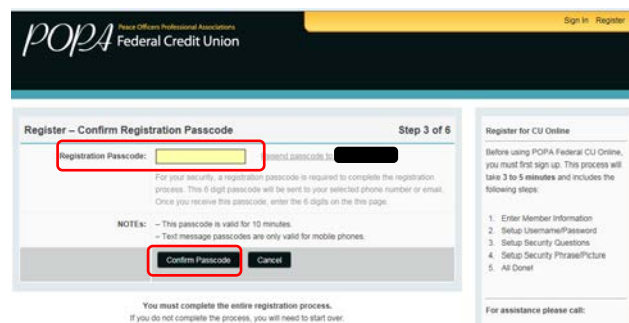The call will state "Your POPA FCU Security Code is ######"

3. **By Email: Email Me**
   The email will come from DoNotReply@popafcu.org, and state "Your POPA Federal Credit Union registration code is ######.

Step 3 of 6: Confirm Registration Passcode

After you receive your registration passcode please enter it in the box.

Step 4 of 6: Set Up your User Name and Password

You will need to create a new User ID (you will be using this to login instead of your member/account number**):**
You will be prompted to create a **new User ID** with the following requirements:
- Must be between 6-20 characters long
- Must start with a letter
- Must contain only alpha (letters) or numeric (numbers)
- Must not contain spaces or special characters (!@& etc.)
- Cannot contain dates, your SSN/EIN number, Account Number and cannot be your Password

You will need to create a new Password:
- Must be between 8 – 20 characters long
- Must consist of alpha (letter) and numeric (number) characters (case sensitive)
- Must include at least 1 numeric character and 1 alpha character – lower and upper case

- Must include at least 1 special character (!@#$%^&?=)

Step 5 of 6: Setup your Security Questions

Enhanced login security replaces your former online banking security questions.

Step 6 of 6: Setup your Security Phrase and Image

Select a Security Phrase and Image that you will recognize when signing onto Online Banking. Both the phrase and image will appear each time you log in. <mark>If when logging in you do NOT see these images, it is a sign that you are NOT on POPA's online banking page, and you should NOT login.</mark>

Welcome to your new POPA Online Banking!