

How to Register for Access to Your Account on Fidelity NetBenefits®

If you have previously registered with **Fidelity.com**, **NetBenefits®**, or **eWorkplace®**, you do not need to register again. Use your existing username and password to access your account.

If you have not registered, please visit **NetBenefits.com/Emory**, and use the instructions below to help you setup your workplace savings account on NetBenefits.



New user registration

During the new user registration process, you may be asked to take an additional security step to help us authenticate your account.

1 Verify your identity

Enter information in the following required fields:

- Your first and last name
- Your date of birth
- Last four digits of your Social Security number

Select the **Submit** button.

For illustrative purposes only.

2 Set up your username

We require that you create a **unique username**.

- Use 6–15 characters, including at least two letters

Select **Check Availability** to ensure the username is not already in use.

You may **not** use:

- Special characters or symbols
- Sequences (e.g., 12345 or 11111)
- Personal info (SSN, phone #, DOB)

For illustrative purposes only.

3 Create a password

Your password protects your account from unauthorized users.

- Use 6–20 characters
- Letters are case sensitive

You may **not** use:

- "#&*<>{}'[]"
- Sequences (e.g., 12345 or 11111)
- Personal info (SSN, phone #, DOB)
- A password you've used before

After confirming your password, select **Submit**.

4 Select a security question

If you ever forget your password, you can reset it after Fidelity verifies your identity using your new or updated security question and answer.

Pick a security question you can easily answer and enter your answer.

- Answers must be between 3 and 31 characters
 - Answers are not case sensitive
- Select **Submit**.

For illustrative purposes only.

5 New user registration confirmed

You have successfully registered. If you have other accounts through **Fidelity.com**, **NetBenefits**, or **eWorkplace**, your new login information applies to these accounts, as well as to accessing your account by phone.

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