

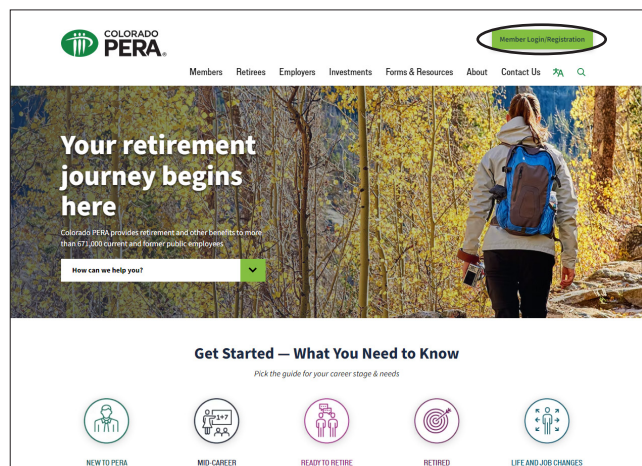


# Colorado PERA ACCOUNT ACCESS

Accessing your PERA account online puts all your PERA information right at your fingertips. You'll be able to see how much money you've saved so far, estimate your future retirement check, add or update your beneficiary, and much more. You can even access your account on the go with our PERA app! To access your PERA information, you will need to create a user profile, and this fact sheet will walk you through the steps.

## REGISTER AS A NEW USER

- » Click the “Member Login/Registration” button on [copera.org](https://copera.org).



- » Click “Register as a new user.”

- » After you have read and agreed to the Terms of Use Agreement, you will be directed to the “New User Registration” page.
- » Under “Contact Information,” enter your first and last name, date of birth (mm/dd/yyyy), Social Security number, and email.

# Colorado PERA ACCOUNT ACCESS

- » Under “User Address,” please fill out your current address. Make sure to click “Address Outside the United States” if applicable.

The screenshot shows the 'New User Registration' page with a progress bar indicating the 'Registration' step. The 'User Address' section prompts the user to enter personal information. It includes a checkbox for 'Address Outside the United States', input fields for 'Address Line 1\*', 'Address Line 2', 'City\*', 'State\*' (pre-filled with 'Colorado'), and 'Zip Code\*'. 'Back' and 'Continue' buttons are at the bottom.

- » Next, under “Verify Your Identity,” select your phone number and verification code method to receive a one-time code to your phone. If a valid number is not listed, select “Click here” to load more options.

The screenshot shows the 'New User Registration' page with a progress bar indicating the 'Verification' step. The 'Verify Your Identity' section explains that a one-time verification code will be sent to the user's phone. It provides a list of phone number options (e.g., (XXX) XXX-6874, (XXX) XXX-4960, etc.) and a 'Verification Code Method' section with radio buttons for 'Text Message' and 'Voice Call'. 'Back' and 'Send Code' buttons are at the bottom, along with a link: 'I have a key from customer service'.

- » Once you receive a verification code, please enter it under “Code.”

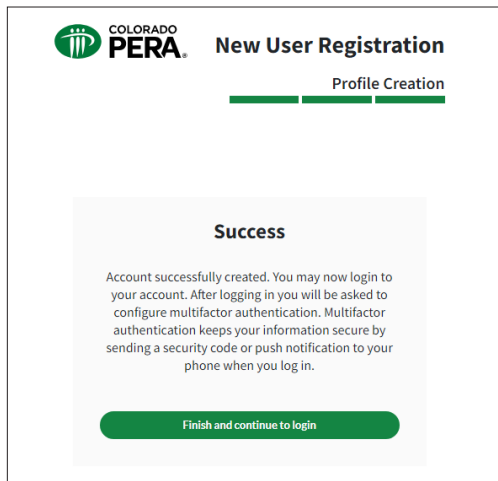
The screenshot shows the 'New User Registration' page with a progress bar indicating the 'Verification' step. The 'Enter Code' section prompts the user to enter the one-time verification code received. It includes a text input field for 'Code\*' and 'Back', 'Continue', and 'Retry' buttons.

- » After verifying your identity, you will need to create a user profile, which includes a User ID, email address, password, and recovery question.

The screenshot shows the 'New User Registration' page with a progress bar indicating the 'Profile Creation' step. The 'Set User ID and Password' section includes 'User ID Requirements' (radio buttons for length, spaces, letters, and allowed characters) and a 'User ID\*' input field. It also includes 'Password Requirements' (radio buttons for length, special characters, uniqueness, and case) and a 'Password\*' input field. Below these are a 'Confirm Password\*' input field, a 'Select a recovery question\*' dropdown (pre-filled with 'Where did you go for your favorite vacation?'), and an 'Answer\*' input field. A 'Create Account' button is at the bottom.

# Colorado PERA ACCOUNT ACCESS

- » Once you create your user profile, you will be directed to log in to your account using your newly created User ID and password.



- ▶ You may want to consider using a password manager to help you create and remember passwords all in one place.

## SET UP MULTIFACTOR AUTHENTICATION

- » As an extra layer of security, you will be required to enroll in multifactor authentication in order to access your PERA account.
- » In the future, you will log in to your PERA account with your User ID, password, and multifactor authentication method.

## NEED HELP LOGGING IN?

- » If you have trouble creating your user profile or logging in to your account, please visit our “Online Account Access FAQs” page on [copera.org](https://copera.org) or call PERA’s Customer Service Center at 800-759-7372.

## MANAGE YOUR ACCOUNT ON OUR APP

- » You can now download PERA’s mobile app from the App Store (iOS) and Google Play Store (Android). The free app makes it easy to manage your PERA account on the go.

## Get PERA on the Go

Scan a QR code to download  
the app today!

