

Online registration

Log into the [US Bank Access Online](#) webpage.

Access® Online

[Contact Us](#)

[Login](#)

Welcome to Access Online!

Please enter the information below and login to begin.

* = required

Organization Short Name:*

User ID:*

Password:*

Login

[Forgot your password?](#)

[Register Online](#)

[Activate Your Card](#) | [Change Your PIN](#)

1. Click Register Online.

Learn more: Completing online registration lets you log into Access Online. Online registration does not activate your card. To activate your card, click the **Activate Your Card** link and follow the instructions in the *Access Online: Card Activation* quick start guide.

Online Registration

Account Information

Please enter the account information below and select Send a Code. We'll use your email address on file to send you a passcode. To register additional accounts, go to My Personal Information.

* = required

Organization Short Name: *

Account Number: *

Account Expiration Date:
Month * Year *

[<<Back to Login Page](#)

2. Type your organization short name: MNSCU

3. Specify your account information (16 digit account #)

Online Registration

Account Information

Please enter the account information below and select Send a Code. We'll use your email address on file to send you a passcode. To register additional accounts, go to My Personal Information.

* = required

Organization Short Name: *

Account Number: *

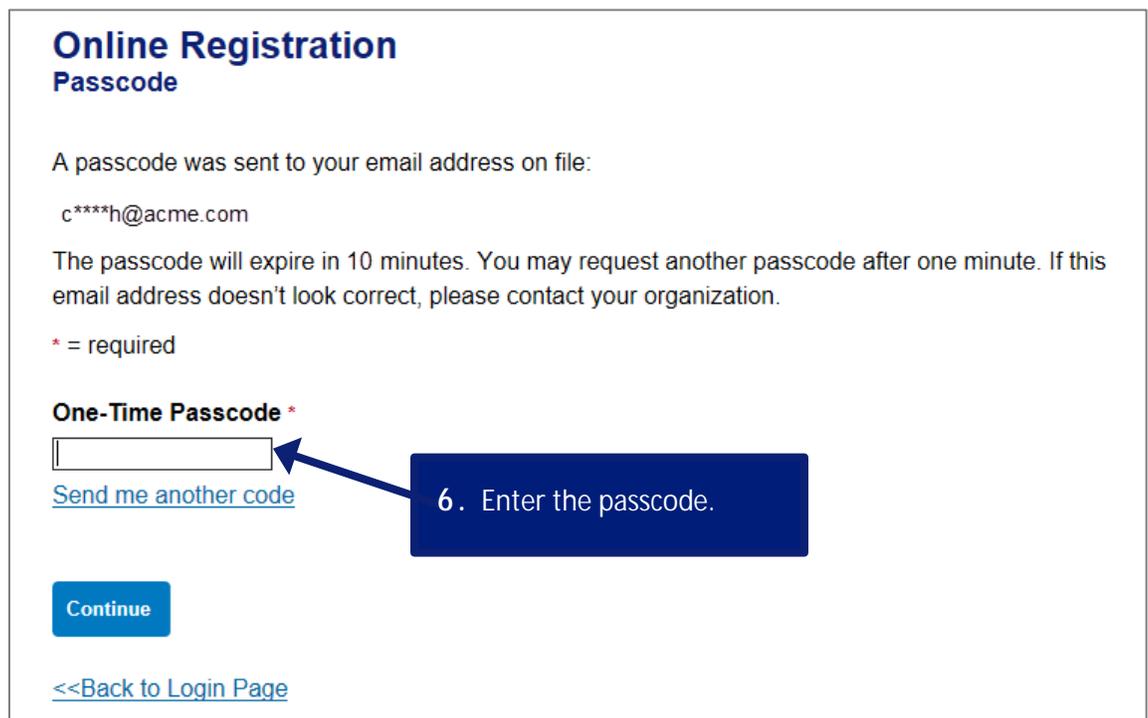
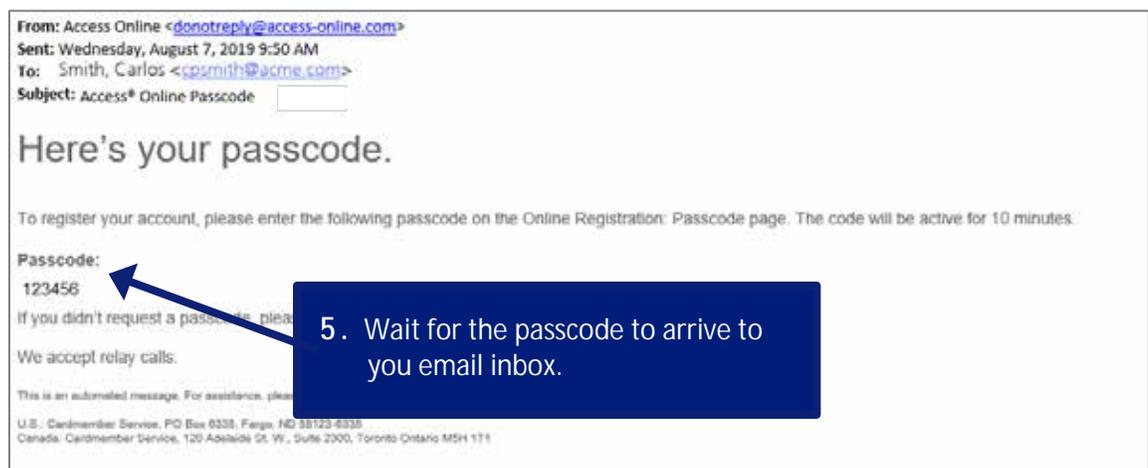
Account Expiration Date:
Month * Year *

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4. Click Send a Code.

Tip! If you make a mistake in typing your information, then Access Online displays an error message. If you receive this error message, then check your entries for formatting (e.g., that you do not have spaces in your account number), correct the information, and continue. If you cannot continue, then contact the Help Desk or your Program Administrator for assistance. If you become locked out of the registration, then your Program Administrator can unlock you.

If you do not complete a required field (designated with an asterisk on the screen), then Access Online displays the following error message: "A required field has been left blank, please complete." If you receive this error message, then check the required fields and complete the blank ones.



Online Registration

Passcode

A passcode was sent to your email address on file:

c****h@acme.com

The passcode will expire in 10 minutes. You may request another passcode after one minute. If this email address doesn't look correct, please contact your organization.

* = required

One-Time Passcode *

[Send me another code](#)

Continue

7. Click Continue.

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Licensing Agreement

Please read and accept the Licensing Agreement to

8. Review the licensing agreement.

Access Online Terms of Service

1. ACKNOWLEDGMENT AND ACCEPTANCE OF TERMS OF ACCESS ONLINE

Access Online, owned and operated by Bank, is provided to the customer under the terms and conditions of this Access Online Terms of Service (ATS) which incorporates by reference any operating rules or policies that may be published by Bank. The ATS as it may hereafter be amended or modified without notice, comprises the entire agreement between Customer and Bank and supersedes all prior

commence within one (1) year after the cause of action arose; otherwise, such cause of action is permanently barred.

The section titles in the ATS are solely used for the convenience of the parties and have no legal or contractual significance.

I Decline

I Accept

9. Click the I Accept button.

Online Registration
Password and Contact Information

Organization Short Name: BLAFS
Functional Entitlement Group: CHF001

User ID & Password

* = required

User ID: * (7 to 20 alpha-numeric characters)

Password: *

Confirm Password:*

Authentication

Please select three unique authentication questions that you forget your password.

Authentication Question 1:

Authentication Response 1:*

Authentication Question 2:

Authentication Response 2: *

Authentication Question 3:

Authentication Response 3: *

Contact Information

First Name: * Last Name: * MI: *

Address 1: * Address 2: *

City: * State/Province: * Zip/Postal Code: *

Country: *

Phone Number: * Fax Number: *

Email Address: *

Continue Cancel Registration

Required fields have red asterisks.

10 . Type a user ID between 7 – 20 alphanumeric characters. Most MSUM cardholders use their **Star ID**.

Your organization may use passwords or password phrases. Click the **Information** icon to find out which option your organization uses and to get suggestions and requirements.

11 . Specify your password/password phrase by typing your password/password phrase two times.

12 . Specify your authentication questions and responses.

13 . Specify your **WORK** contact information. MSUM's address: 1104 7th Ave. S., Moorhead, MN 56563

14 . When you are done, click **Continue**.

Enrolling in enhanced security authentication

When you register online, you must enroll in Enhanced Security Authentication. With Enhanced Security Authentication, you request and enter a single-use passcode every time you log in to Access Online, for additional security.

Your organization may let you choose to use either your mobile telephone or your email address to receive the one-time passcode. Your organization may also have only one of those options available.

Learn more: If your organization lets you choose between mobile phone and email, then you have the option to pick which one. If you select to use email, the system uses the email address already in the system. If you do not already have an email address in the system, the system prompts you to specify an email address during enrollment. Your one-time passcode arrives at your email inbox each time you log in.

Our example shows mobile phone enrollment. No matter which option you use, the overall process for enrolling is the same.

Learn more: You can manage your enrollment using the My Personal Information function. Refer to the *Access Online: My Personal Information* quick start guide.

The screenshot shows a web form titled "Enhanced Security Authentication Enrollment Preferences". The form contains the following text: "Please choose an additional method to verify your preferences on the My Personal Information page." and "Note: Mobile phone must be a U.S. or Canadian mobile phone number." Below this is a section titled "Verify me using the following method:" with two radio button options: "Text Me a Passcode" (which is selected) and "Email Me a Passcode". At the bottom left of the form is a blue "Continue" button. Two dark blue callout boxes with white text and arrows are overlaid on the screenshot. The first callout box, labeled "1. Select which Enhanced Security Authentication option you want to use.", has an arrow pointing to the "Text Me a Passcode" radio button. The second callout box, labeled "2. Click Continue.", has an arrow pointing to the "Continue" button.

Enhanced Security Authentication Enrollment Preferences

Please choose an additional method to verify your preferences on the My Personal Information page.
Note: Mobile phone must be a U.S. or Canadian mobile phone number.

Verify me using the following method:

Text Me a Passcode

Email Me a Passcode

Continue

1. Select which Enhanced Security Authentication option you want to use.

2. Click **Continue**.

Enhanced Security Authentication

Text Me a Passcode

Please enter your mobile number below.

* = required

Mobile Number (U.S. and Canada only): *

By providing your mobile number, you expressly
Message and data rates may apply and you are responsible for any such charges.
Please review our [Privacy Policy](#)

You must view and agree to the [Terms and Conditions](#) before continuing.

I have read and agree to the Terms and Conditions agreement. *

Continue

[<<Back](#)

3. Click **Privacy Policy**. The policy opens in a new window.

Privacy

4. Review the privacy policy.

Consumer Privacy Policy

- [Consumer Privacy Pledge](#)
- [Exercise Your Privacy Choice](#)
- [Want to know more about Consumer Privacy Pledge](#)
- [Online Privacy and Security](#)
- [Email Preferences](#)
- [How we use your cellular phone number](#)

5. Return to the *Enhanced Security Authorization* screen.

Enhanced Security Authentication Text Me a Passcode

Please enter your mobile number below.

* = required

Mobile Number (U.S. and Canada only): *

By providing your mobile number, you expressly consent to receive text messages from us. Message and data rates may apply and you are responsible for payment. Please review our [Privacy Policy](#)

6. Click Terms and Conditions.

You must view and agree to the [Terms and Conditions](#) before continuing.

I have read and agree to the Terms and Conditions agreement. *

[Continue](#)

[<<Back](#)

Enhanced Security Authentication Terms and Conditions

By providing us with a telephone number for a mobile device, including a number that you later convert to a mobile device number, you are expressly consenting to receiving communications-including but not limited to prerecorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system-from us and our affiliates and agents at that number. This express consent applies to each such telephone number that you provide to us now or in the future and permits such calls for non-marketing purposes. Calls and messages may incur access fees from your mobile services provider.

Message frequency depends on your account usage. You may opt out at any time by replying STOP to the text message. By sending STOP, you agree to one additional confirmation message stating that you've opted out and will no longer receive messages from this Access Online Enhanced Security Authentication service. You must be the mobile phone account holder or have permission from the account holder to use this service. You are not responsible for the condition of purchasing any property, goods or services. Your wireless provider are not liable for any delayed or undelivered messages. Messages may be delayed or not delivered due to factors outside of our Bank's control. Standard text messaging fees and data rates may apply and are governed by your mobile provider.

You can manage your mobile phone and email preferences online in the My Personal Information area of Access Online. Receive additional support or help by calling 888-994-6722. Please review our [Privacy Policy](#).

7. Review the terms and conditions for Enhanced Security Authorization.

8. Click Back to Enrollment.

[<<Back to Enrollment](#)

Enhanced Security Authentication

Text Me a Passcode

Please enter your mobile number

* = required

Mobile Number (U.S. and Canada only): *

6121231234

By providing your mobile number, you expressly consent to receive text messages. Message and data rates may apply and you are responsible for payment. Please review our [Privacy Policy](#)

You must view and agree to the [Terms and Conditions](#) before continuing.

I have read and agree to the Terms and Conditions agreement. *

Continue

[<<Back](#)

9. Type your mobile telephone number. If you selected to use your email address, then the system uses the email address in the system or prompts you to specify your email address.

10. Select the *I have read and agree to the Terms and Conditions agreement* check box.

11. Click Continue.

Enhanced Security Authentication Passcode

Please enter the code we sent to your mobile number. It will expire in 10 minutes.
You may request another code after one minute.

*= required

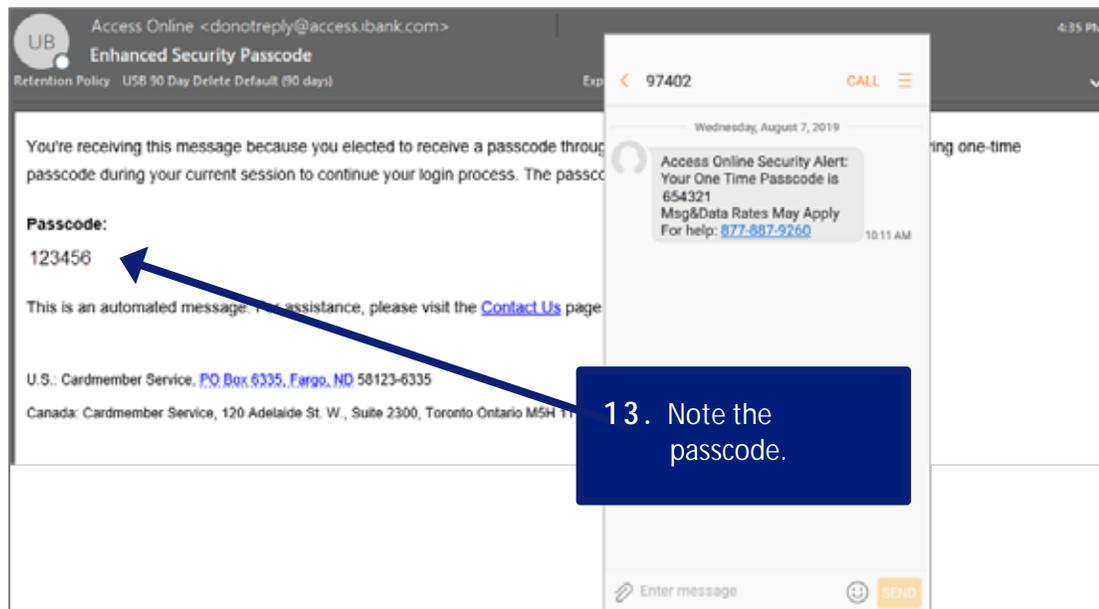
One-Time Passcode:*

[Send me another code](#)

Continue

[<<Back](#)

12. Wait for the passcode to arrive to your mobile telephone or your email inbox.



Enhanced Security Authentication Passcode

Please enter the code we sent to your mobile number. It will expire in 10 minutes.
You may request another code after one minute.

*= required

One-Time Passcode:*

654321

[Send me another code](#)

Continue

[<<Back](#)

14. Type the passcode.

If you do not get your passcode within 10 minutes, click **Send me another code**.

15. Click **Continue**.

The screenshot shows the 'Access Online' header with a 'Log Out' link. Below is the 'Licensing Agreement' section, which includes the text: 'Please read and accept the Licensing Agreement to continue.' and 'Access Online Terms of Service'. The main body of the agreement contains legal terms, including '1. ACKNOWLEDGMENT AND ACCEPTANCE OF TERMS OF ACCESS ONLINE'. At the bottom of the page, there are two buttons: 'I Decline' and 'I Accept'. A blue callout box with an arrow points to the 'I Accept' button, containing the text: '16. Click the I Accept button to accept the terms of the licensing agreement and continue.'

16. Click the **I Accept** button to accept the terms of the licensing agreement and continue.