

Setting up a New Member Access Account



Member Access allows members of a PEBA-administered retirement system to view and update their personal information with PEBA. Create your account today and start managing your retirement information.

Step 1



Go to PEBA's website, peba.sc.gov, and select Member Access from one of the menu options at the top.

Step 2



To set up your account, click the Register Now button.

Step 3



Enter your last name, Social Security number and date of birth, and then click Continue.



Step 4

The screenshot shows the PEBA Member Access website. The main heading is "Member Access RETIREMENT BENEFITS". Below the heading, there are four progress indicators: 1. Select your current or previous employer (active), 2. Verify your identity, 3. Create your account, and 4. Complete your profile. The "Select your current or previous employer" section lists various organizations such as "Commission on Health & Welfare Costs", "Department of Administration", "State of Oklahoma", "Oklahoma County Council", "City of Tulsa", "State of Oklahoma", "State of Oklahoma", "State of Oklahoma", "Department of Education", and "Public Employees Health Authority". Below this, there is a section for "Select your current or previous address" with a list of addresses and a "Continue" button.

Verify your identity by selecting your previous or current address, employer, previous name or information regarding your benefit check from the list of choices, and then click Continue.

Step 6

The screenshot shows the PEBA Member Access website. The main heading is "Member Access RETIREMENT BENEFITS". Below the heading, there are four progress indicators: 1. Select your current or previous employer, 2. Verify your identity, 3. Create your account, and 4. Complete your profile (active). A green checkmark is displayed next to the fourth indicator. The text below the indicators says "You are ready to use Member Access. Proceed to the Member Access Sign In page." A "Continue" button is visible. To the right, there is a "Questions?" section with contact information for the Customer Contact Center.

Congratulations! You are now ready to use Member Access. Click Member Access Sign In to get started.

Log in to Member Access 24/7 to:

- Review your service credit.
- Create benefit estimates.
- Calculate service purchase cost estimate and submit service purchase request.
- Submit a service retirement application.
- Change your State Optional Retirement Program (State ORP) service provider, if applicable.
- Update your contact information.
- Review and update your beneficiary information.
- Review your account balance.
- Request a refund.

Step 5

The screenshot shows the PEBA Member Access website. The main heading is "Member Access RETIREMENT BENEFITS". Below the heading, there are four progress indicators: 1. Select your current or previous employer, 2. Verify your identity, 3. Create your account (active), and 4. Complete your profile. The "Create your account" section has fields for "User Name", "Password", "Confirm Password", and "Email Address". A "Continue" button is visible. To the right, there is a "Password Help" section with a list of requirements for the password. Below that, there is a "Questions?" section with contact information for the Customer Contact Center.

Choose a unique user name. Your user name must be at least three characters in length and cannot contain spaces.

Choose a password for your account, keeping in mind the requirements in the gray box. Enter a valid email address, and then click Continue.