SRS State Retirement Systems
srs.illinois.gov

2101 South Veterans Parkway
P.O. Box 19255
Springfield, IL 62794-9255

State Employee's Retirement System of Illinois
General Assembly Retirement System
Judges' Retirement System of Illinois

SRS MEMBER SERVICES WEBSITE REGISTRATION GUIDE

SIGN UP FOR AN ILLINOIS PUBLIC ACCOUNT (IF YOU DO NOT HAVE ONE):

1. From an Internet browser enter: https://memberservices.srs.illinois.gov or access the SRS Member Services website link from www.srs.illinois.gov.
2. Click the "Sign Up" button and complete the "Create a new Account" form.

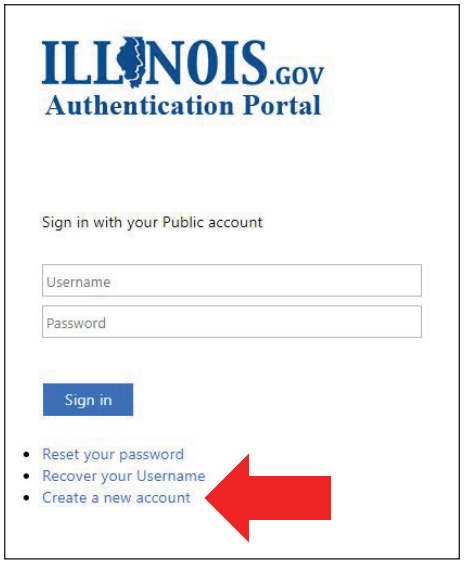

Figure 1: *Sign Up for an Illinois Public Account*

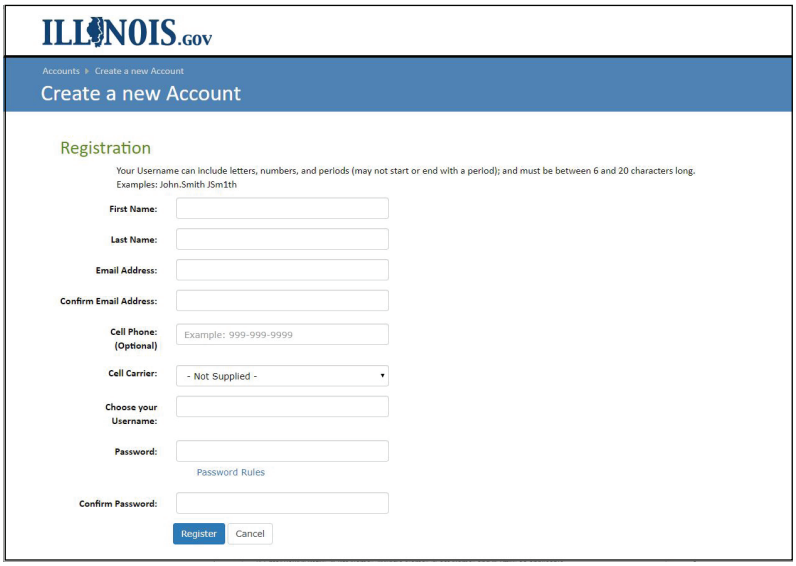

Figure 2: *Create a new Illinois Public Account*

3. Enter your "First Name" and "Last Name".
4. Enter your "Email Address" and again in "Confirm Email Address". You should use a personal email address when signing up for your Illinois Public Account. The same email address cannot be used to register multiple accounts.
5. Enter your chosen "Username" and "Password". Be sure to review link for the State of Illinois password requirements. "Confirm Password" by re-entering your password.
6. Click the "Register" button to submit your registration.
7. A confirmation email will be sent to your email to complete the registration process. You only need to create this Illinois Public Account once. The email will come from IdentityManagement@illinois.gov. If the email does not appear in your inbox, please check you junk or spam folder. Within the email, there will be a link that you will need to click on within 24 hours.
8. Once you have clicked on the link, you will then receive a second email that confirms your Username. Now you are ready to sign in!

SIGN INTO THE SRS MEMBER SERVICES WEBSITE:

1. From an Internet browser enter: https://memberservices.srs.illinois.gov
2. Under Sign in section on the right, enter your Username and Password and then click "Sign In".

COMPLETE THE ONE-TIME EREG ACCOUNT REGISTRATION ON YOUR FIRST VISIT:

1. If it is your first time visiting the website, you will need to complete a one-time "State of Illinois eReg Account Registration" to verify your account. You will only need to complete this once.

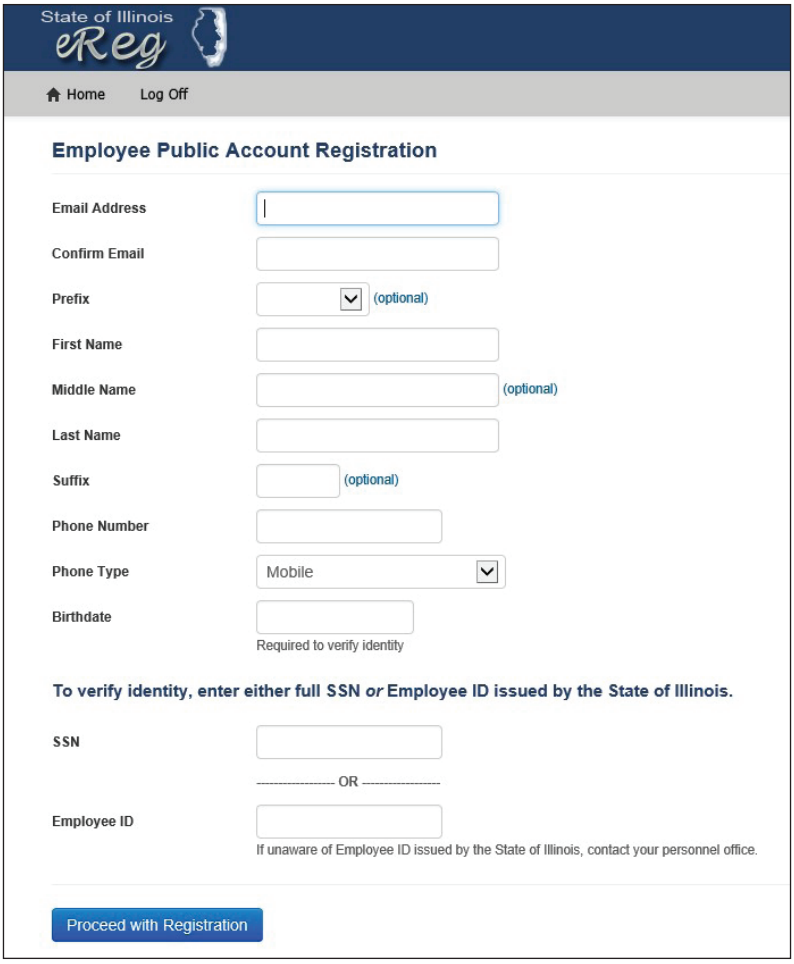

Figure 3: *Complete the State of Illinois eReg Account Registration*

2. Enter your "Email Address" and again in "Confirm Email".
3. Enter your "Prefix", "First Name", "Middle Name", "Last Name" and "Suffix" as applicable.
4. Enter your "Phone Number" and phone type (Mobile, Home or Work).
5. Enter your "Birthdate" as mm/dd/yyyy (example: 01/01/1960).
6. Enter your "Social Security Number" or "Employee ID". Your "Employee ID" is the "Member ID" on your most recent annual statement or on your retiree or survivor membership card.
7. Click on the "Proceed with Registration" button.
8. Review the registration entry for accuracy. To finalize the registration, again click the "Proceed with Registration" button.
9. After registration, you will be redirected to the SRS Member Services website.

On future visits, you will automatically be directed to the SRS Member Services website upon signing in.