

# **ILogin Registration Fact Sheet**



#### Step 1: Create a New ILogin Profile

If you're an existing user in any of the below Illinois programs, do not create a new ILogin account. Use your existing user name (email address) and password to sign in to the member services website and proceed to Step 5: Member Services Account Registration. **Duplicate email accounts are not allowed.** 

- Illinois Department of Employment Security (IDES) Unemployment Insurance
- Illinois Medicaid Program Advanced Cloud Technology (IMPACT)
- Illinois Department of Public Health (IDPH) Vax Verify Immunization
- Illinois Department of Insurance (IDOI)

Visit <u>https://member.srs.illinois.gov</u>. Select the Sign up link at the bottom. Enter your email, first name, last name, and password. Click Sign Up.



#### Step 2: Activate ILogin Account

On the Setup Security Methods menu, click the "Set Up" button under the Email option to start the account activation process. A verification email is sent to the email address you entered. Check your email for the user account activation email, sent from State of Illinois <ILogin.No-Reply@Illinois,gov>. Note: If you do not see this email, check your junk or spam folder. In the email, click the Activate ILogin Account link, Then set up a multi-factor authentication.

Illinois.gov email addresses are not allowed. However, there are several free email clients available. They are commercial providers who are not affiliated with the State of Illinois, and email messages are not stored in State of Illinois systems.

- Google: https://gmail.com
- Yahoo Mail: https://yahoo.com
- Microsoft: <u>https://hotmail.com</u>, <u>https://outlook.com</u>



As part of account registration, at least one MFA (Multifactor Authentication) security method (not including email) **must be added** to secure your account and complete your ILogin account creation.

- Phone | Note: This is the simplest authentication option and if you upgrade your phone, this method follows your phone number without downloading apps.
  - SMS Text Message
  - Voice/Landline
- Okta Verify (Mobile App Installation Required)
- Google Authenticator (Mobile App Installation Required)





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## Step 4: (Optional) Add Additional MFA

After setting up your first MFA, you can add additional MFA methods to increase the security of your ILogin account. This step is optional but recommended.

Otherwise, your ILogin account setup is now complete.

Click Set up later to finish the setup and access your new ILogin account.

## Step 5: Member Services Account Registration

Once your ILogin account setup is complete, you will need to register your Member Services account by filling out basic personal information and a one-time activation code. If you've already received a letter from SRS with an activation code, proceed to <u>https://member.srs.illinois.gov</u> and input your code to activate your account.

If you need an activation code, navigate to <u>https://srs.illinois.gov</u>, click "Member Services Login Instructions", then click "Request Activation Code". Follow the on-screen instructions to access your account.

#### Step 6: View SRS Membership Data

View your membership data, phone numbers, email addresses, and earnings statements.

Access Member Services at <u>https://member.srs.Illinois.gov</u>. Remember to keep your member information up to date.

## FAQs

https://iloginhelp.illinois.gov/frequently-asked-questions.html

How To Guides https://iloginhelp.illinois.gov/how-to-guides.html