



Enrolling in OHecu Online Banking

Step 1: Go to our website, www.ohecu.com, and click on the Enroll Now.

Step 2: Disclosures

Read through and accept or reject the disclosures. Note: you must accept the disclosures to enroll in OHecu Online Banking.

Step 3: Create Username and Password

Create Username and Password

- Username Requirements:**
- Must be at least six characters long and no longer than 20 characters
 - Cannot be all numbers (can be all letters or characters)
 - Can contain letters, numbers and the following characters: @\$_-=!~
 - Spaces are not allowed including before, in the middle of, or after the username.

- Password Requirements:**
- Must be at least six characters long and no longer than 32 characters.
 - Must contain characters from at least two of the following three categories:
 - Letters
 - Numbers
 - Any special characters
 - Spaces are not allowed including before, in the middle or, or after the password.
 - Cannot be a substring of the username.



Step 4: Enter Personal/Contact Information

The form is titled "Personal Information" and "Contact Information". It contains several input fields: "First Name" with a "MI" dropdown, "Last Name" with a "Suffix" dropdown, "Date of Birth", "Mother's Maiden Name", "Social Security Number", "Address1", "City", a "United States" dropdown menu, a "- Select State -" dropdown menu, a "Zip" field, and "Email Address".

Step 5: Bill Pay Enrollment

You may enroll in Bill Pay through combined enrollment and must accept all terms and conditions. Click on Complete Sign Up.

The form includes an "Email Address" field, two checkboxes: "I would like to enroll in free Bill Pay" and "I have read and accepted the Terms & Conditions", and a "Complete sign up" button. A pop-up window on the right contains the following text: "Bill Pay gives you more control over your finances by allowing you to receive, view and pay bills all in one secure, online location. You tell us who to pay - a business or an individual - and then choose when to make the payment. You can even schedule payments in advance and set up recurring payments. Bill Pay allows you to pay all your bills from one place, and the electronic records of your payments keep you organized!"

Step 6: Confirm your contact information.

Your Sign up is now completed. You will need to verify your contact information.

The screen is titled "Secure Sign Up" and displays "Sign up completed!" in green. It includes a "Need help?" link and the phone number "Call us at (800) 123-4567". The main message reads: "Welcome John, Before you can access your accounts, we need to confirm your contact information. We will take you through step by step." A large green checkmark icon is visible, and a "Confirm contact information" button is at the bottom.



Step 7: Select where you would like to receive the verification code.

Please verify your contact information. [Have a question? Chat with Support](#)

Select where you would like to receive your verification code to confirm your contact information. If there is a login from a computer we don't recognize, we'll contact you.

Where should we send the code?

(650) 273-0973 [Edit](#)

(650) 944-7896 [Edit](#)

bobsmith@test.com [Edit](#)

Step 8: Enter Verification Code.

Enter Verification Code

Codes expire after 10 minutes and consist of 6 random digits.

Please verify your contact information.

Within a minute, you'll receive a verification code at ifs.usp.idc@gmail.com
Once you receive the code just type it in. [Open a new browser window](#) to check your email.

[Didn't get the code?](#)

Save time by registering your computer.
If this is your personal computer, register it now. We won't need to contact you the next time you log in.

If you are on your personal computer, you should register it (by clicking "**Yes, this is a private computer**"). If you are on a public computer, you should choose "**No, this is a public computer**". Either button, takes you in to Online Banking.