



How to Register for BeneSys Now mobile application

- Step #1 - Download [BeneSys Now](#) from the Apple or Android store on your mobile device.
- Step #2 - Open the app and click the **Create Account** button.



Sign in

[Forgot your username or password?](#)

Register account

Please reach out to your Health Plan Administrator for questions around removing your account.

- Step #3 - Read and accept the License Agreement. Once you've checked the **Accept** box, click **Next**.

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License Agreement

Please read the License Agreement. Click "Next" to continue or "Cancel" to go back to the login page.

License Agreement

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Restrictions. This website is protected by United States copyright law, international treaty provisions and

☐ **Accept**

Cancel

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- Step #4 - Complete the required registration fields shown below. Note - you must enter the information requested as it is registered at the Benefit Office. Please refer to your ID card, monthly benefit statement or any other statements or EOBs that you receive from the Benefit Office.

Once all required fields have been entered, click **Next**.



The information you enter during account set up must match your record at the Benefit Office.

Enter your Name, Date of Birth and Social Security Number as they are recorded in the Benefit Office.

Click 'Next' at the bottom of the page when complete.

☐ Are you a dependent?

First Name

Last Name

Date of Birth

Format mm/dd/yyyy

SSN

Cancel

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- **Step #5** - Create a Username by completing the fields shown below. Be sure that your username is a minimum of 3 characters in length and begins with a letter.

Your password must be at least 8 characters and special characters can be used.

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Create Login Information

Username: Must be at least 3 in length, beginning with a letter. Characters accepted are: alpha-numeric, . (dot), - (dash) and @

Password: Must be at least 8 characters in length; and can use alpha numeric and the following special characters: -
_ . ! # \$ % & * @ ~ ^ \ ? /

Enter a valid e-mail address

Select 3 security questions (for password reset or forgot password service)

Click on "Next" at the bottom of the page

Username

Email Address

Confirm Email Address

Password

Confirm Password

Step #6 - Select three security questions. These questions will be used in case you need to reset your password later.

Once you have selected your security questions, click **Next**.

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Security Question 1

-- Select Question --

Security Question 2

-- Select Question --

Security Question 3

-- Select Question --

Cancel

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Don't have an email account?

This site requires a valid email address. If you do not have an email address, you may create a FREE Email account with one of these popular providers:


- [Gmail](#)
- [Yahoo!](#)
- [Hotmail](#)

Privacy & Terms of Use

Home

Step #7 - Confirm your Member Information listed on the screen below is correct and select **Finish** to complete your registration.

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Please confirm the information below is correct and press "Finish" to complete your registration

Member Information

Your Name: John Sample
Address: PO Box 1
City: Troy
State: MI
Zip: 48098-0001

Account Information

Username: Tester123
E-mail Address: youremailhere.com

[Cancel](#)[Previous](#)[Finish](#)

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