

## Registering online? We can help!

We're always looking for ways to make it easier for you to interact with us, and our online registration process is no exception.

**mySunLife.ca** and the **my Sun Life mobile app** give you the online tools you need to manage your plan. Here's how to register for access:



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## You can register with the email provided by your employer, or with your personal email

Go to <b>mySunLife.ca</b> and select <b>Register</b> .	Client sign in EmailAccess ID • Remember me Password Sign in Sign halp Register
2 Enter either the email your employer provided, or your personal email address.	If you have a workplace-provided email, an email you have given to an advisor, or an email associated with an application, please use it to register. Email Enter your email address Register Aready registered? Sign in By registering, you agree to these terms and conditions.
3 Once entered, we'll send an email to confirm your email address. If you've used the email address provided by your employer, go to step 4. If you're registering with your personal email, please go to step 6.	We've sent an email to <b>julie.brown@companyXYZ.com</b> with a link to continue the registration process. If you don't see an email from us, check your junk or spam folder. If you'd like us to send you another email, click the link below. <b>Re-enter email address</b>
A Next you'll set up your <b>password</b> and <b>verification Q&amp;A</b> .	Create a unique password and choose a verification question to add an extra layer of security to your account.          Password         confirm Password         confirm Password         Select your verification question         Select your verification question         Enter your answer
<b>5</b> Congratulations! Your <b>registration is complete</b> .	Welcome Julie, To sign into your account next time, use your email address and the password you created. You can also sign in using your Access ID instead of your email. Access ID: <b>123456989987</b> (Make sure to keep your access ID in a safe place.)

## Completing registration with your personal email

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Complete your **personal information**.

Learn more abo	ut why we ask for this inforr	mation.
Password		
Confirm Passwo	d	
Select your veri	cation question	
	ication question	~
Enter your answ	er	
	Done	
	IBC, Desjardins, RBC Royal E Me to securely confirm your i	
	of Canada and many other Car ider to help users confirm thei	
	t Verified.Me	

Enter your personal information so we can find you in our system

Last name

First name

DD Postal code

Date of birth (DD/MM/YYYY)



You'll be asked to **verify your identity**. You'll be asked to sign in with your current financial institution.

Don't worry, if your financial institution isn't listed you can click **verify your identity another way** and answer a few questions.

That's it! You are now registered.



We can help! If you need us, call us at 1-800-361-6212 between 8 a.m. ET to 8 p.m. ET, Monday to Friday.

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Group Benefits are provided by Sun Life Assurance Company of Canada, a member of the Sun Life group of companies. GRP1667 11-22 ds-cd

