REGISTRATION

To use the VCERA Member Self-Service web portal, you must self-register.

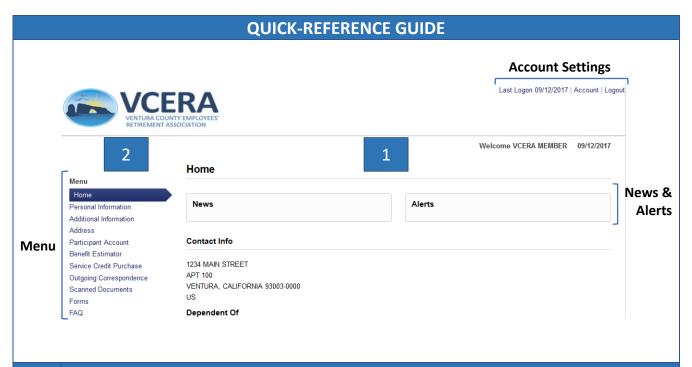| Step 1	Step 2
Go to https://members.vcera.org and click on "Register."	Review Terms of Service and click on "Accept" to continue with registration.

Step 1

Log In

User Name

Password

Log In

Register | Forgot Password | Help

Step 2

Terms of Service

DISCLAIMERS AND PRIVACY STATEMENT:

DISCLAIMER

The Ventura County Employees Retirement Association ("VCERA") provides this Web site for information purposes only for its members, their beneficiaries, and the general public. VCERA makes no representations or warranties, express or implied, with respect to the materials found on the Web site.

While VCERA makes every effort to provide the most current and accurate information available, inadvertent errors or omissions may occur. VCERA does not represent that the information on this Web site is the most current information available. Some Web site pages display modification dates. These dates may be used as an indication of whether the data contained on the page is current.

VCERA is governed by the County Employees Retirement Law of 1937, other portions of the California

Decline | Accept

Step 3	Step 4
Enter your Social Security Number, Last Name, Date of Birth and Security PIN (provided in letter), then click on "Validate."	Create your Username and Password. Enter and re-enter your email address, then click on "Submit."

Step 3

Verify Identity

To verify your identity, please enter your Social Security Number, last name, and your date of birth. Also enter the Security PIN provided to you by VCERA. Your information is secured during transmission.

SSN:

Last Name:

Date Of Birth: mm/dd/yyyy

Security PIN:

Cancel Validate

Step 4

NOTE: Username cannot be changed later.

Account Setup

Account

All fields are required. The password is case sensitive.

Person:

Username:

Enter New Password:

Confirm New Password:

Username Restrictions:
-Username should have a minimum of 6 characters
-Username should have a maximum of 32 characters

Password Restrictions:
-Password must have a minimum of 8 characters
-Password must have a minimum of 1 numeric characters
-Password must have a minimum of 1 non alpha numeric characters
-All passwords should be unique and cannot match the login
-Password cannot be set to any of the previous 5 passwords

Email Address

Enter and confirm the email address that will be used for VCERA communications. Email must be a personal email address and not one associated with work.

Enter Email Address:

Re-enter Email Address:

Cancel Submit

VCERA
VENTURA COUNTY EMPLOYEES'
RETIREMENT ASSOCIATION

ACTIVE/DEFERRED MEMBERS
Member Portal Quick-Start Guide
https://members.vcera.org

QUICK-REFERENCE GUIDE

Account Settings

Last Logon 09/12/2017 | Account | Logout

VCERA
VENTURA COUNTY EMPLOYEES'
RETIREMENT ASSOCIATION

2

1

Welcome VCERA MEMBER   09/12/2017

Home

Menu

Menu
- Home
- Personal Information
- Additional Information
- Address
- Participant Account
- Benefit Estimator
- Service Credit Purchase
- Outgoing Correspondence
- Scanned Documents
- Forms
- FAQ

News

Alerts

News & Alerts

Contact Info

1234 MAIN STREET
APT 100
VENTURA, CALIFORNIA 93003-0000
US

Dependent Of

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1   Member Portal Home Page

Home Page: Default page upon log-in.
News and Alerts: VCERA will post basic news and alerts in this section.
Last Logon: Displays the last date you logged in to your account.
Account: Account settings to reset your password.
Logout: Click on logout link to log out of the member portal.

2   Menu Navigation

Home: Click "Home" at any time to return to the homepage.
Personal Information: This page displays detailed personal information.
Additional Information: View VCERA membership information and current retirement plan.
Address: View current address. Actively employed members must change their address in VCHRP or contact their district. Deferred members may change their address on the portal.
Participant Account: View a summary of your total member contributions, interest earned and service credit.
Benefit Estimator: Generate a retirement benefit estimate.
Service Credit Purchase: View details on service credit purchases, if any.
Outgoing Correspondence: View and print system-generated outgoing correspondence on file.
Scanned Documents: View and print select documents scanned into your VCERA account.
Forms: View and print commonly used forms.
FAQ: Access frequently asked questions and answers.

For assistance, call VCERA at (805) 677-8700 or e-mail memberportal@vcera.org