

Welcome to MyCPG Accounts

An easier way to keep track of your pension, health, life insurance and other products with the Church Pension Group.

- Easy access to your personal accounts through a password-protected website
- See your benefits and products on one screen, with access to details about your benefits
- See other products and benefits available to you
- See who to contact to make changes to your information

How to create your account for MyCPG Accounts

1. Use the [Create an Account](#) link in ads throughout the website or at the top right of the website.

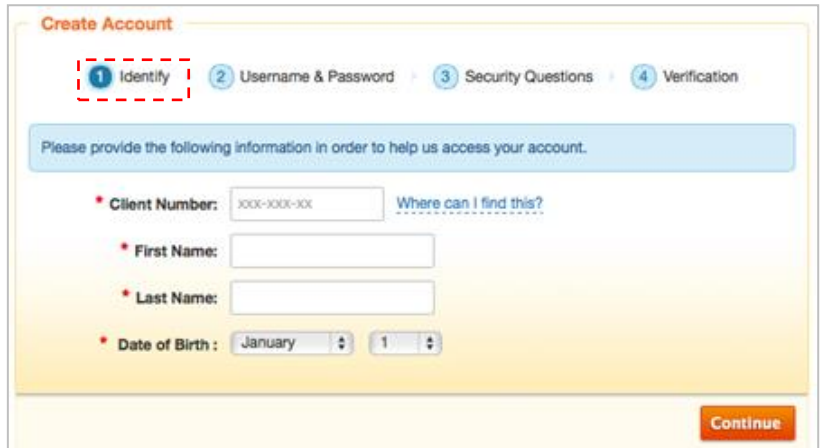
Examples:



2. On the Create Account Screen, enter:

- a. Client Number – your client number was mailed to you with the announcement of the MyCPG Accounts launch
- b. First Name
- c. Last Name
- d. Date of Birth

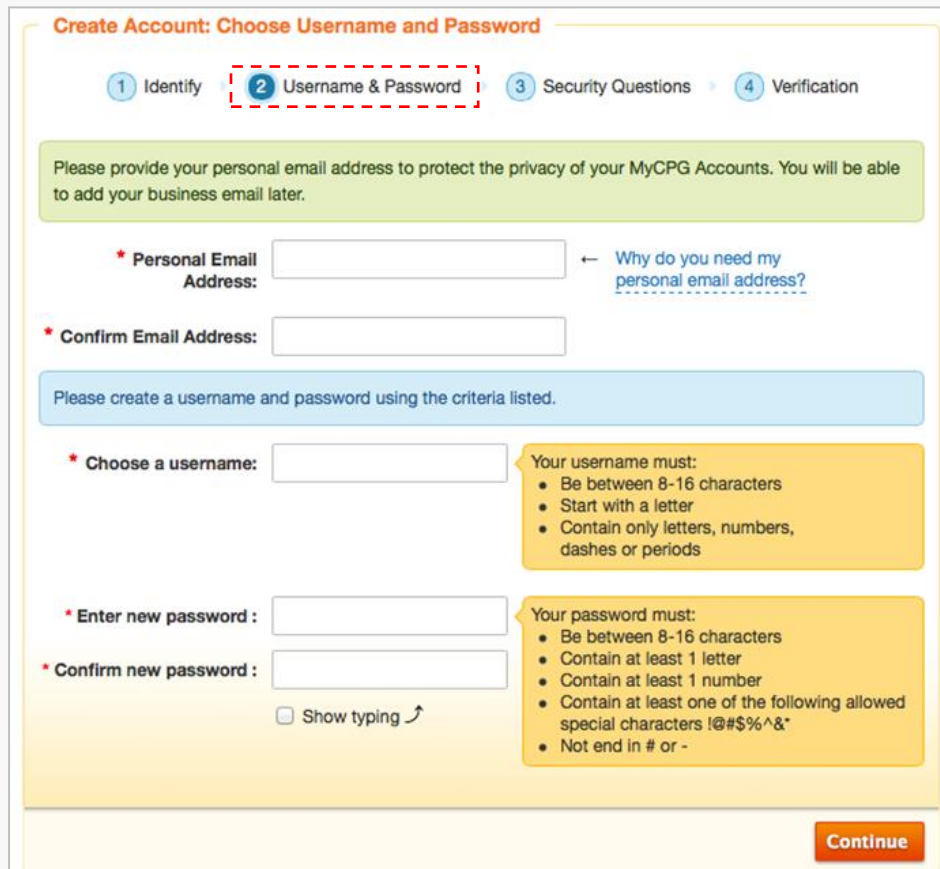
NOTE: If you're unable to locate your client number, contact the CPG Technical Support Team at (866) 802-6333, Monday – Friday, 8:30 a.m. to 8 p.m. ET (excluding holidays).



3. On the Create Account: Choose Username and Password Screen:

- a. Enter and confirm your individual email – we use this to protect the privacy of your MyCPG Accounts. You will receive emails to this address during the account set-up and when you update your profile on MyCPG Accounts.
- b. Choose a username – this is unique to your account
- c. Enter and confirm a password

We have provided the requirements for username and password on the screen.



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4. On the Create Account: Set Security Questions Screen, select three security questions and enter your answers.

Create Account: Set Up Security Questions

1 Identify > 2 Username & Password > **3 Security Questions** > 4 Verification

Please select and provide answers to the three security questions below. These questions will be asked if you forget your password in order to verify your identity. Your answers must be at least 4 characters in length and can include letters, numbers, periods, dashes, spaces and apostrophes. They are not case sensitive.

* Question 1: Select Question [dropdown] [input]

* Question 2: Select Question [dropdown] [input]

* Question 3: Select Question [dropdown] [input]

Continue

5. On the Create Account: Verification Screen, click the link to review the user consent agreement

- a. Click the box next to “I accept the User Consent Agreement.”

Create Account: Legal Consent

1 Identify > 2 Username & Password > 3 Security Questions > **4 Verification**

Please review and agree to our User Consent Agreement before proceeding to the final step in creating your CPG Account.

[View the User Consent Agreement](#)

* I accept the User Consent Agreement.

Continue

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6. You will be sent an activation email to the individual email address you provided. As a final step to create your account, click on the link in the email.
 - a. If the activation link does not work, click on “*Activation link not working?*” and enter the link provided in the email
 - b. If you do not receive an email, click on “*Resend verification email*” link to have a new email sent

Create Account: Activate Account

1 Identify > 2 Username & Password > 3 Security Questions > 4 Verification

You're almost done!
As the last step in creating your CPG account, we have sent a verification email to the personal email address you have provided us. The email contains an activation code to validate your account.

1. Open the verification email and click on the link in the email, or copy and paste it into your browser's address bar. The link includes the activation code.
2. Once the activation code is validated, you will be signed in.
3. Access your Web Accounts!

Please note that the link will only be valid for 24 hours after the email is sent.

> [Activation Link not working?](#)

> [Resend verification email](#)

7. Once you have created your account you can access MyCPG Accounts and navigate through the website.