# MoneyManagement.org Registration & Login Instructions



## **REGISTRATION: STEP 1**

#### Email address

- Enter your email in the following format: john@example.com
- If you already have an Money Management International (MMI) account, you may reregister using the same email or select a new email. You will be asked to activate your DMP account at a later step.

#### Create username

- Your unique username must be a minimum of 6 characters.
- Email addresses may **not** be used as a username.

### Confirm password

- Your password must be a minimum of 8 characters with at least one uppercase letter, one numerical value, and one special character from the following list:
  - ! @ # \$ % ^ & \* ( ) \_
- Do not use copy and paste to confirm your password.

# **REGISTRATION: STEP 2**

- Choose three unique security questions.
- Each answer must contain a minimum of two characters.

# **REGISTRATION COMPLETE**

- Account Activation (Existing Email)
  - Last 4 of SSN: Enter the last 4 digits of your Social Security number.
  - Client ID: Enter your MMI client ID, including the dash.
- Registration Success (New Email)
  - Activate my Debt Management Plan
    - Last 4 of SSN: Enter the last 4 digits of your Social Security Number.
    - **Client ID:** Enter your MMI client ID, including the dash.

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Login Instructions (continued)

# PROFILE SETTINGS

#### Update email address

- Current Password
  - If you forgot your current username, you may reset it here or call 888.845.5669 for assistance
- New Email Address
  - Enter your email in the following format: john@example.com

#### Update password

- If you forgot your current password or are having trouble updating your password, you may reset it **here** or call **888.845.5669** for assistance.
- New Password
  - Your password must be a minimum of 8 characters with at least one uppercase letter, one numerical value, and one special character from the following list:
    - ! @ # \$ % ^ & \* ( ) \_
- Confirm Password
- Do not use copy and paste to confirm your password.

### Update security questions and answers

- Choose three unique security questions.
- Each answer must contain a minimum of two characters.

## FORGOT USERNAME

#### Answer security questions

• Answers are not case sensitive.

#### Use my client ID

- Last 4 of SSN: Enter the last 4 digits of your Social Security Number.
- **Client ID:** Enter your MMI client ID, including the dash.

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## FORGOT PASSWORD

#### Answer security questions

• Answers are not case sensitive.

### Use my client ID

- Last 4 of SSN: Enter the last 4 digits of your Social Security Number.
- **Client ID:** Enter your MMI client ID, including the dash.

#### Update password

- Enter New Password
  - Your password must be a minimum of 8 characters with at least one uppercase letter, one numerical value, and one special character from the following list:
    - ! @ # \$ % ^ 융 \* ( ) \_
- Confirm New Password
  - Do not use copy and paste to confirm your password.