



## ONLINE ACCOUNT ENROLLMENT



**VISIT [MYGCSCU.COM](http://MYGCSCU.COM)  
SELECT ONLINE BANKING LOGIN  
AND CLICK THE ENROLL IN ONLINE  
BANKING LINK**



**ENTER YOUR MEMBER  
INFORMATION AND CLICK NEXT**

To get started enter your social security number and e-mail address. Please call GCS if you do not have an e-mail address on file with us. You will need this to enroll in online banking.



**ENTER YOUR ACCOUNT  
INFORMATION AND CLICK NEXT**

Enter your member number and date of birth, then select a username and password. Please read and agree to the terms and conditions.



**SUCCESSFUL ENROLLMENT**

You will be sent an email with an activation link. Please click on the link in order to start using your online banking account. This link will be active for 30 minutes. If you do not receive this email, please contact GCS.

### USERNAME REQUIREMENTS

- Minimum of 6 characters
- Maximum of 20 characters
- Case sensitive
- Cannot be your Social Security Number or account number

### PASSWORD REQUIREMENTS

- Minimum of 8 characters
- Maximum of 30 characters
- Case sensitive
- It must include at least one uppercase and one lowercase letter, a number between 0 - 9 and/or one special character (\$+,=?\_@|'<>.^(!)).



## FIRST TIME SETUP: ACCESSING YOUR ACCOUNT

01

**ENTER YOUR USERNAME AND  
PASSWORD THEN CLICK SIGN IN**

02

**YOU WILL NOW BE ASKED TO  
VERIFY YOUR ACCOUNT**

Your secret question is defaulted to the last four digits of your social security number. Enter the answer and click sign in.

03

**YOU HAVE SUCCESSFULLY  
SIGNED INTO YOUR ACCOUNT**

You are now on the Account Overview screen. From here you can navigate to view other information including transactions, history, e-statements, and more.

## CHANGING YOUR SECRET QUESTION

01

Log into your account and select Self Service from the menu. In the drop down click on Preferences and you land on the login tab.

02

Scroll down to the bottom of the page. Your current secret question and current answer will display, you will type in what you would like your new question to be and the new answer and click update secret question.