



The Montana State Information Technology Services Division (SITSD) has changed the method by which users authenticate to Member Self-Service (MSS). Members will now use Okta rather than ePass to log into MSS. If you are a state employee, you will not be able to use your state email account. Create your Okta account with a **personal** email account only.

Please read all the way through this document before beginning the process so that you have all the necessary information ready.

1. Open a web browser and visit <https://login.mt.gov>.

2. On the Okta Sign In page, click **Sign up**.

3. On the Create Account page, enter this information:

- **Email (cannot be State of Montana)**
- **Password (follow password requirements guide)**
- **First name**
- **Last name**

4. Click **Register**.

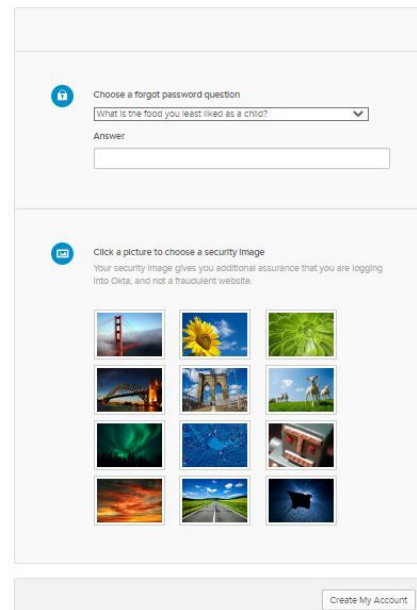
5. Open your email client and click the **Activate Account** link in your email from **Okta**. This link expires within seven days of receiving it.

Now your account is created, and you will be redirected to the Sign In page.

6. Enter your email address/username and password and click **Sign In**.

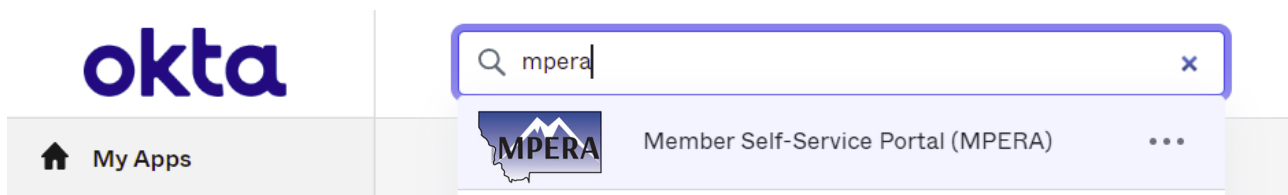
7. On the Welcome page, complete these fields:

- Choose a **forgot password question**
- Choose a **security image**



You are directed to your User Dashboard.

8. On the User Dashboard you can **search** for Apps such as **MPERA Member Self-Service Portal**.



9. From here you can register with MSS. You **must** have:

- Your **Person ID** which can be found on your Annual Statement from MPERA
- Your first and last name
- Your date of birth
- The last four digits of your SSN
- To complete your registration, you will be sent a registration key through your email.

Please contact the Member Call Center at Toll Free: 1-877-ASK-PERB (1-877-275-7372) or in Helena: 406-444-3154 if:

- You do not receive the email with this registration key
- You need your Person ID
- You have any other issues related to your member account or this registration process

You can also call our call center if you would like them to check your account before setting up a new account or if you would like help setting up your new account.