# Online enrollment



Anchorage School District 403(b) Defined Contribution Plan

Group Id / Plan Number: 93399-01

Plan Enrollment Code: Ag3WGKqv

Plan Enrollment Code expires: June 1, 2024

## **New Enrollment**

To set up your account online for the first time

- Visit retire.asdk12.org and select the REGISTER button.
- Select the *I have a Plan Enrollment Code* and follow the prompts using the information provided.
- The website will guide you through the enrollment process.

### Already have an Empower account?

- You will be routed to a landing page that says, We Found You!
- Click log in
- Select the REGISTER button
- Select I do not have a PIN and follow the prompts to complete registration and enrollment.

**NOTE:** If you are already an account holder in your plan but your account is currently inactive, you may need to contact your employer to reactivate your account.

#### **Future logins**

For future visits to the website, enter your username and password and select SIGN IN. For enhanced security, you will be asked to confirm your identity using a verification code that will be sent to you. You may skip the verification code process in the future by checking the *Remember this device*.

#### If you need assistance, contact us at 1-800-232-0859

#### Please be sure to mention you have a Plan Enrollment Code.

Empower will request that your employer verify your employment status. Online enrollment is intended for the exclusive use of eligible employees. You will receive a confirmation once your first contribution to t he plan is processed.

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