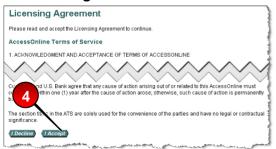# Online Registration

You can use this quick reference guide as a fast reminder of the basic steps for registering online.



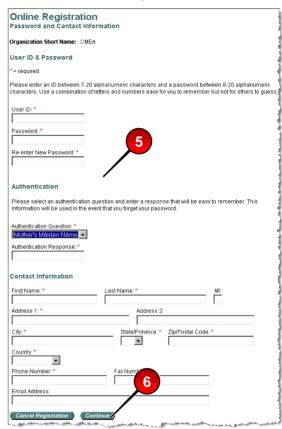1. Navigate to https://access.usbank.com and then click the **Register Online** link.



2. Specify your organization short name, account number, expiration date, and ZIP code.

3. Click **Register This Account**.



4. Review the license agreement and then click **I Accept**.



5. Specify your user ID, password, authentication, and contact information.

6. Click the **Continue** button to complete the process. You are automatically logged into Access Online.

➢*Learn More:* For more detailed information, refer to the *Online Registration* web-based training lesson and user guide available at:

**https://wbt.access.usbank.com**

Contact your Program Administrator for the most current passwords.