Creating an Online Account

You may access The Standard's online services by creating a new account. Use this reference guide as you create your account.

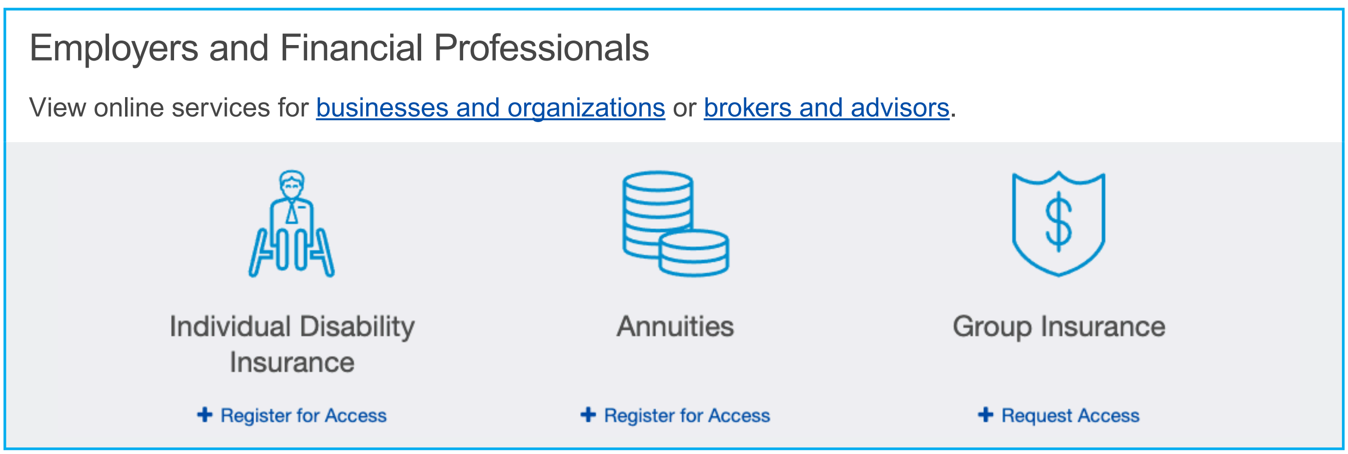
How to Create Your New Account

If you haven't logged in to The Standard's portal before, you will need to create a new account.

❶ Go to The Standard's Financial Professionals website.

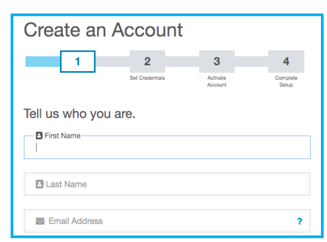
❷ Click the **Log In** button in the upper-right corner, then select **Create an Account.**

❸ On the Create an Account page select **Brokers and Advisors**. Next choose **Register for Access** under Individual Disability Insurance or Annuities, or **Request Access** under Group Insurance.



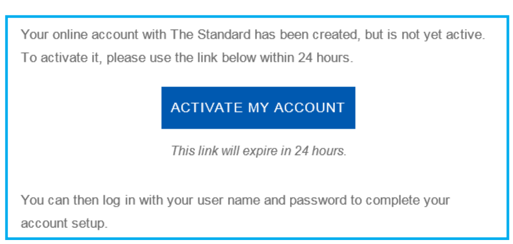
Click **Create an Account** to proceed. Create an Account

❹ After entering your contact information, you'll choose your User Name and Password. User names must have 7–20 characters, no spaces and no @ symbol. Passwords must have at least 10 characters, a lowercase letter, an uppercase letter and a number or special character (like 1 or $). Click **CONTINUE**.



❺ You'll be sent an email from The Standard <verify@standard.com> containing a link to confirm your initial account setup. Click on **Activate My Account**.

Note: You will need to click the **Activate My Account** link within 24 hours to log in and complete your account setup.



Portal Self-Registration Instructions (continued)

How to Complete Your New Account

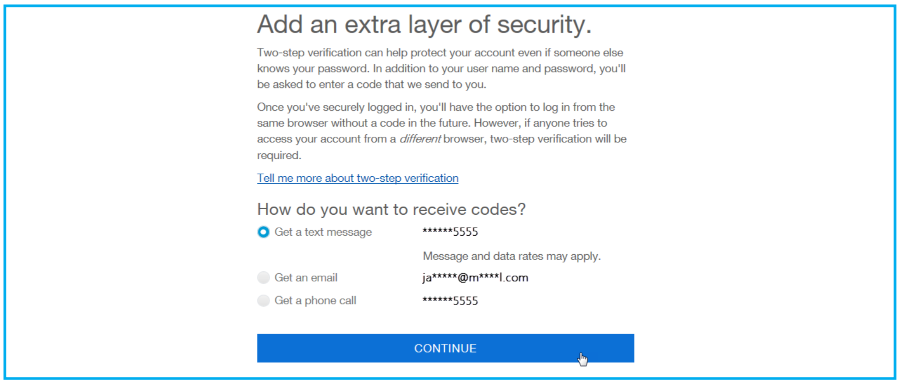
The following steps outline how to complete your new account setup.

❶ Clicking the **Activate Your Account** link in the confirmation email will take you to the Log In page at standard.com. Here you will see a new message indicating that “Your account has been activated” and directing you to log in.

❷ Enter your User Name and Password and then click **Log In** to continue.

❸ When you log in for the first time, you‘ll be asked to read and agree to the **Terms and Consent**. Click to acknowledge, “I have read and agree to the Terms and Consent,” and then click **CONTINUE**.

❹ Next, you’ll set up an additional layer of security – called two-step verification. Click to select the method to receive the two-step verification code during the login process and then click **CONTINUE**.



Note: Text messages are available only if you provided a mobile phone at the beginning of this process.

❺ Check your phone or email — depending on the method you selected — for the six-digit verification code. Enter the code and click **CONTINUE**.

❻ In the Connect your account prompt, click **Yes, Continue to Connect**.

❼ On the Account Access page, you’ll see the following three access options:

- Retirement Account
- Insurance Benefits, Absences and Leaves
- Financial Professional Services

Select the third option, **Financial Professional Services**.

❽ After selecting Financial Professional Services, enter your **Producer ID** and the last five digits of your **Tax Identification Number.**

Click **Add Services** to proceed. Add Services

Note: Producers and firms are provided a 10 digit **Producer ID** upon contracting with The Standard. This ID often has leading zeros and can be found in the upper-right corner of the commission statements delivered to you or your firm in the past.

❾ After the selection of services process is completed, the Account Connected confirmation will display. Click **Go to My Home** to view your services.