



Purpose: To provide step-by-step procedures for registering and accessing the secure portal of LSERSWeb to allow members to view their retirement information.

Contents

- 1. Access LSERS website at www.lasers.net. Click LOGIN. 1
- 2. Click on Member Registration. 2
- 3. Enter all required information. Then click on the Register button. 2
- 4. You will see a confirmation page once you pass the registration validation. 3
- 5. Check your registered email for a message from LSERS and click Confirm to continue the registration confirmation. 3
- 6. Review your mailing address and click Confirm to complete the registration confirmation. 3
- 7. Your registration is now completed and by clicking OK, you can Login to LSERSWeb. 4
- 8. Enter your email address and your password registered in step 3, then click Login. 4
- 9. Click on Member Information or View/Update Personal Information. 5
- 10. Member will have access to various tabs based on her/his status. 5
- 11. Not retired member will have access to the Benefit Estimate Calculator. 5

Note: If you need to change your login email address, please contact LSERS at webmaster@lasers.net or 225.925.6484. 5

1. Access LSERS website at www.lasers.net. Click LOGIN.





LOUISIANA SCHOOL EMPLOYEES'
RETIREMENT SYSTEM

2. Click on [Member Registration](#).

Make sure you turn all pop-up blockers off.

Login

Email

Password

Login

[Member Registration](#)

[Employer Registration](#)

[Forgot your password?](#)

[LSERSWeb Access Procedure](#)

3. Enter all required information. Then click on the [Register](#) button.

Please enter correct information to pass the registration validation. If your registration page is locked due to the failure of providing correct information, please contact LSERS at webmaster@lsers.net or 225.925.6484 for assistance.

Member Registration

WARNING! THIS SYSTEM IS FOR AUTHORIZED USE ONLY: Use of this system constitutes consent to monitoring, interception, recording, reading, copying, or capturing by authorized personnel of all activities. The unauthorized use of this system is prohibited and subject to criminal and civil penalties. If you are not the owner of this information, you are hereby notified that any review, dissemination, distribution, or duplication of this communication is prohibited.

I have read this message and acknowledge that I am authorized to register this member. (required)

Social Security Number

Current/Last Employer

Last Name

Date of Birth

Member Type

Current/Last Job Position

Current/Last Home Street Address

Email

Password

Confirm Password

Register

Passwords must have at least one special character (!@# \$ % , etc.).
Passwords must have at least one digit ('0'-'9').
Passwords must have at least one uppercase ('A'-'Z').



LOUISIANA SCHOOL EMPLOYEES'
RETIREMENT SYSTEM

- 4. You will see a confirmation page once you pass the registration validation.**

Register Confirmation

Registration complete. Please check your email for instructions on confirming your account.

- 5. Check your registered email for a message from LSERS and click Confirm to continue the registration confirmation.**



Confirm Registration

You have recently registered for access to LSERS Web. If this is correct, please confirm your account by clicking the button below. By clicking the "Confirm" button, you also agree to sign up LSERS Members Mailing List and will receive notices and news from us. If you did not make this request or have requested access by mistake, please contact our office at 225.925.6484 or toll free 1.800.256.3718. You may also contact us by [email](#).

Confirm

- 6. Review your mailing address and click Confirm to complete the registration confirmation.**

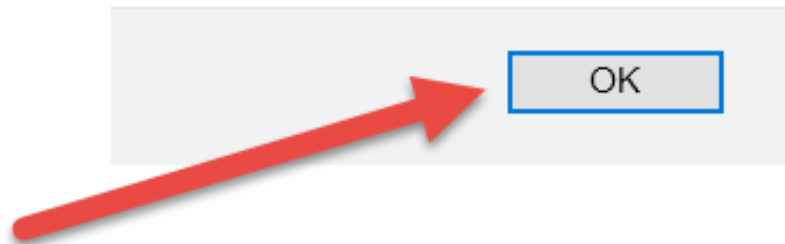
Confirm Email

Please enter your email address

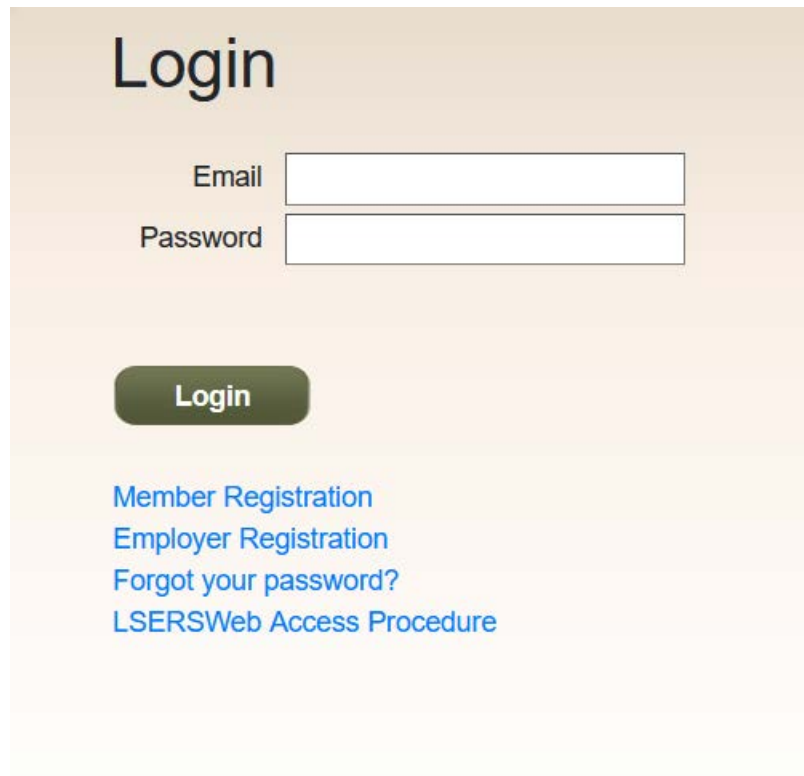
Confirm

7. Your registration is now completed and by clicking OK, you can Login to LSERSWeb.

Email Confirmed Successfully



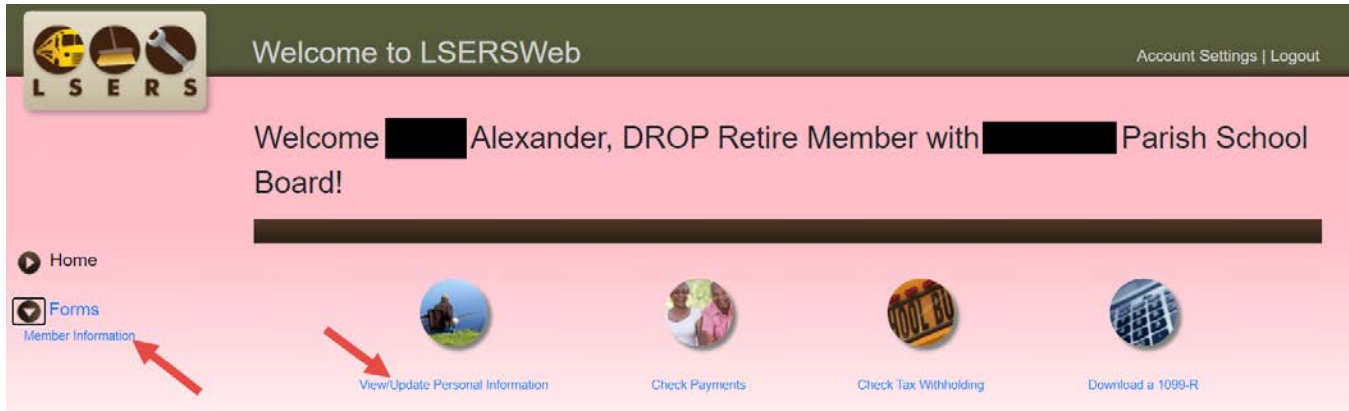
8. Enter your email address and your password registered in step 3, then click Login.



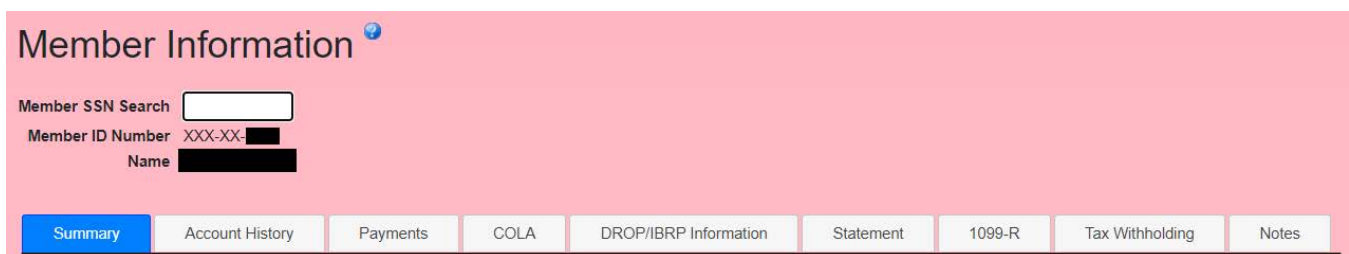
A screenshot of the LSERSWeb Login page. The page has a light beige background. At the top, the word "Login" is displayed in a large, dark font. Below it, there are two input fields: "Email" and "Password". Below the input fields is a dark green button labeled "Login". At the bottom of the page, there are four links in blue text: "Member Registration", "Employer Registration", "Forgot your password?", and "LSERSWeb Access Procedure".



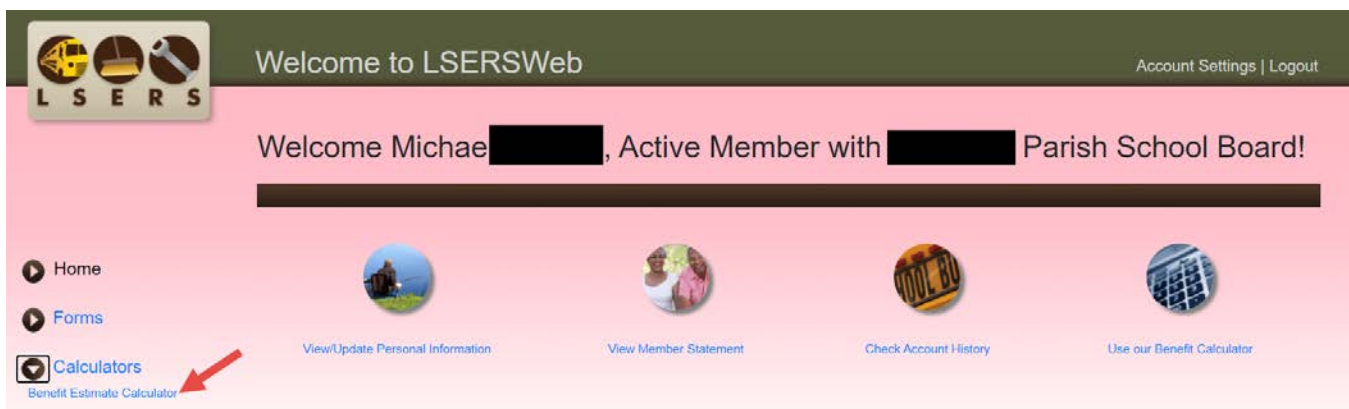
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