

1. Log into [www.lasers.net](http://www.lasers.net) and access the online Termination form.



2. Enter the member's social security number and the name will be populated. Enter Date of Termination and Months of Contract, and then click Submit.

**Termination**

Employer Name

Employer ID

**NOTE:** Date of termination is the last day of work/paid leave, date of death or day before DROP begin date.

SSN	Name	Member Email	Date of Termination	Months of Contract	
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Remove"/>
<input type="button" value="Add"/>					<input type="button" value="Reset"/> <input type="button" value="Submit"/>

New added email will be invited to complete an online account registration.

3. New entered email address will be invited to complete an online account registration.

a. An email will be sent to the new entered email address to set up login password.



### Set Password

You have recently registered for access to LSERS Web. If this is correct, you need to set a strong password by clicking the button below. Please make sure the password follows this criteria:

at least one (1) upper-case letter

at least one (1) number

at least one (1) special character - eg. asterick (\*) or plus sign (+)

If you did not make this request or has been requested by mistake, please contact our office at 225.925.6484 or toll free 1.800.256.3718. You may also contact us by [email](#).

**Set Password**

b. After click Set Password, a new window will be populated as below.

## Reset Password

Enter your email address

Set a new password

Confirm your new password

**Reset**

Passwords must have at least one non letter or digit character.  
Passwords must have at least one digit ('0'-'9').  
Passwords must have at least one uppercase ('A'-'Z').

c. Once the password is reset, the account is ready for login.

## Reset Password Confirmation

Your password has been reset. You may [log in](#) now.