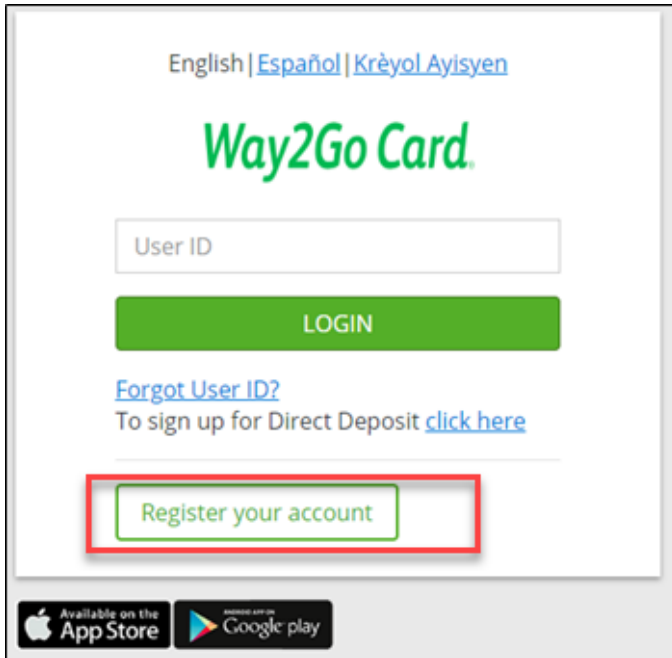# DIRECTIONS:

## How to PIN and Register Electronic Payment Card using the *GoProgram* Website
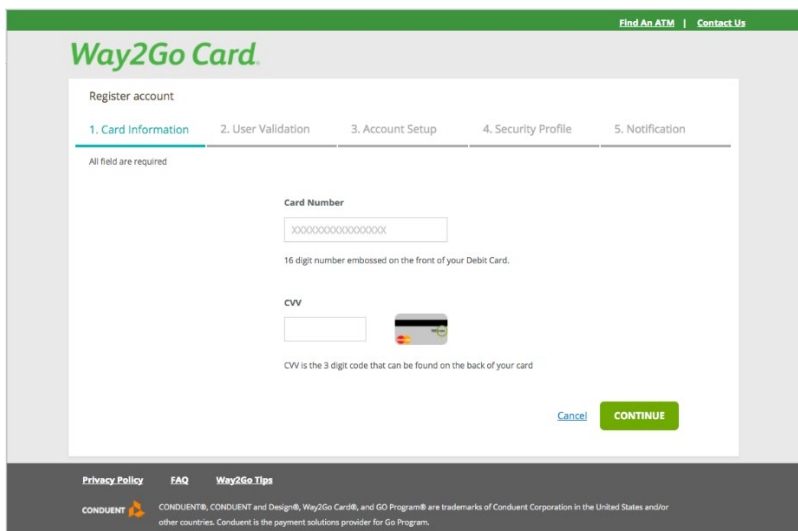
**Step 1: Register your Account**

Access the website: www.goprogram.com. Click the **Register your account** button.



**Step 2: Verify the Way2Go card**

Enter your Way2Go card number and the CVV card number (on the back of the card)

## Step 3: Verify the User

Enter your Date of Birth and Unique ID (which is Participant ID. If the Participant ID includes leading zeros, those should be included).



## Step 4: Account Setup

Create Username and Password and complete account setup process. You will be prompted through various screens to set up your account.

**Select a security image to be used as authentication for future logins.**

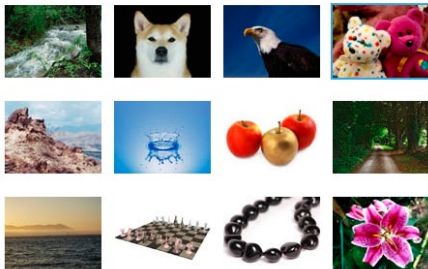| 1. Card Information | 2. User Validation | 3. Account Setup | 4. Security Profile | 5. Notification |

All fields are required

**| Please enter a security question and answer**

Security Question

PET

Answer

••••

Confirm Answer

••••

**| Please Select a Profile Image** ⓘ

Name Your Image

Teddy

< Back    **CONTINUE**

**Select notification preferences after creating security profile.**

Find An ATM | Contact Us

**Way2Go Card.**

Register account

| ✔ Card Information | ✔ User Validation | ✔ Account Setup | 4. Security Profile | 5. Notification |

Please use the page below to set your Mailing and Language Preferences for Annual Disclosures and Notices. You have the option to receive your Disclosures and Notices through the US Postal Service, or to receive an Email indicating a disclosure and/or notice is available online. Additionally, you can select to receive your notices in English or Spanish.

**| Mailing Preference**

🔘 **Email Notification**

John.Joe@noname.com

⚪ **US Postal Service**

999 ABC St, NY, 12345-4444

[TBD] When selecting Email as your Mailing Preference, you first must confirm the email address on file or change it to the email address where you wish to receive the notice. If you select to receive an Email indicating your disclosure and/or notice is available online, you will also be required to verify that you have the ability to open and read an Adobe Acrobat (.pdf) document. A sample document is available below. Within this sample document is a 'keyword'. You will need to type the 'keyword' from the sample document into the 'Keyword' field on this page in order for email to be confirmed as your Mailing Preference.

**| Review the electronic consent and obtain the keyword.**

Keyword

By inserting the keyword above, I have read and understood the E-SIGN CONSENT TO USE ELECTRONIC RECORDS AND SIGNATURES document and consent to receiving the defined documents electronically.
To view these document in PDF format,you will need Adobe Reader.
This program is available for free.Download adobe reader.
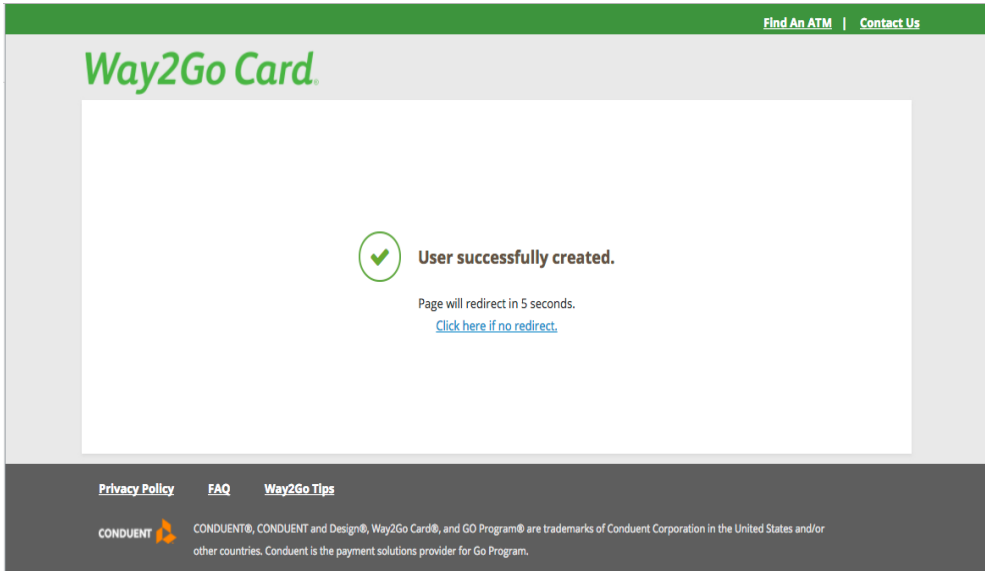
**| Language Selection**

🔘 **English**

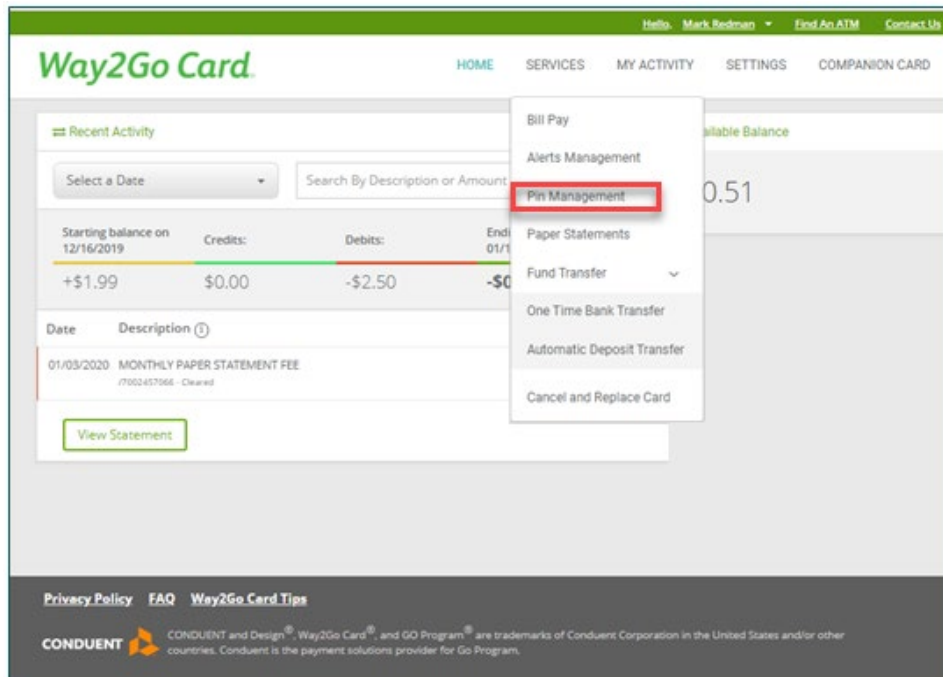⚪ **Español**

< Back    **COMPLETE**

**Once you set up your profile, you will be forced to logout.**

**Registration does not activate the card. Activation requires you to log in to PIN the card.**



## Step 5: Activate your card creating the PIN

Log in to the website using your new profile. Then, click the **Services** option to expand the list, and select the **PIN Management** option.

**Step 6: PIN Management Activity**

Select the radial for **Activate PIN** which will <u>activate</u> the card and allow you to begin using the Way2Go card.