Navigating Through Web Access

Here are some easy-to-follow steps for securely accessing your personal retirement account information online. The screen illustrations on the right provide guidance and correspond with the numbered steps below – simply follow the colored arrows based on the instructions.

New User (First time logging into your account)

Follow blue arrows (➜)

- Log on to www.usicg.com and click on the Retirement Account Access link ❶

- Click on Login/Register under the Participant Account Access menu ❷

- On the Welcome screen, click Register to access your account under the Log In button ❸

- On the Let's get started screen, confirm that you have the information needed to register then click Start Registration

- On the Tell us about yourself screen, enter requested fields under Personal, Contact and Plan Information then click Continue. Fill out as much as you can since the data you enter will be used to validate you in the system. You must enter at least one text-enabled phone number or email address that is on file in plan records to receive a security code as part of the registration process.

- Check your phone or email, enter the security code on the Confirm it's you screen before it expires, then click Verify

- Establish your online account access by creating your Login ID, Password and security questions. As you select each field, the requirements appear below the field and are validated as you type. Click Continue to create your credentials.

- A message displays confirming your registration is complete. Click Return to Login to access your account using your new Login ID and Password.

Existing User (Previously logged into your account)

Follow green arrows (➜)

- Log on to www.usicg.com and click on the Retirement Account Access link ❶

- Click on Login/Register under the Participant Account Access menu ❷

- Enter your Login ID and Password, then click Log In ❸

- Enter the security code sent to you by the system within 5 minutes and click Continue

Forgot Password

Follow the red arrow (➜)

- Click Forgot Password on the bottom left of the Welcome screen ❸

- Enter and confirm your Login ID then click Continue

- Enter and confirm your security question response then click Continue

- Enter and confirm a new Password then click Submit
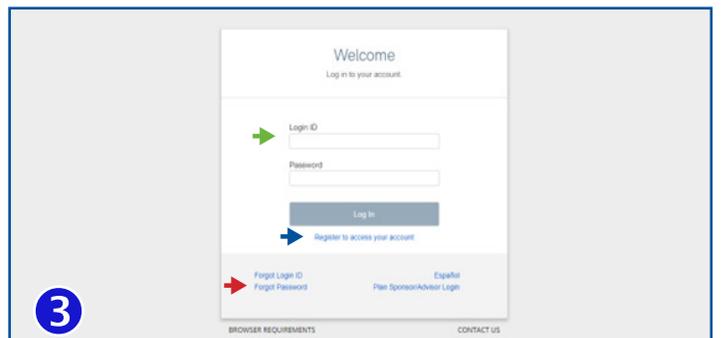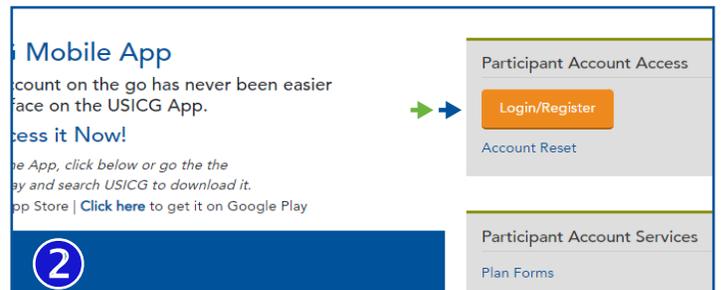
Helpful Hints

Once you have logged on, you have access to a wide range of options found in the drop-down menus along the top of the screen. After clicking a menu option, you will see available actions in the lower portion of the page related to that option. Use your mouse to scroll over each available action to view a brief description of that feature and/or to click "Take Me There" to initiate that action in your account.

If you need assistance, please call (866) 305-8846 and enter your 3-digit plan code which can be found in your enrollment materials or on page one of your account statement in the Special Messages section.