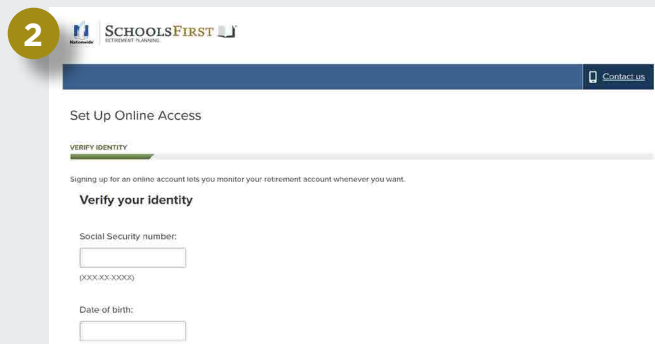
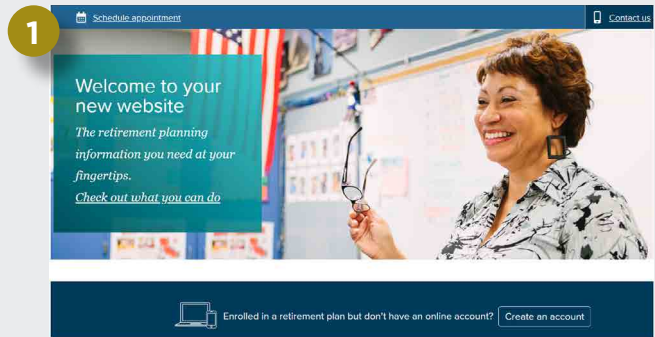


# SchoolsFirstRP.com new user setup

## Access your account online for the first time

- 1 Go to **SchoolsFirstRP.com** and click **“Create an account”** in the blue ribbon under the landing page banner.
  - \* **“Create an account”** establishes online access to an existing account. To enroll online, go to the “Enroll Now” graphic/tile.
- 2 Enter Social Security number and date of birth as indicated on the screen, then hit **Next** and follow the remaining steps.



## Reset your username and/or password

1. Go to **SchoolsFirstRP.com** and click **“Log in”** at the upper right of the landing page.
2. Select **“Forgot your username/password?”**
3. To reset your **username**: Enter Social Security number and birthdate as indicated on the screen, then select **Next** and follow the remaining steps.

To reset your **password**: Enter **username** as indicated on the screen, then select **Next** and follow the remaining steps.

## While you're here

Please take note of the other information and actions you can take via **SchoolsFirstRP.com**:

- Sign up for paperless delivery
- Use retirement calculators
- Review and change your asset allocation
- Make fund exchanges and transfers
- Review investment performance
- Access videos and on-demand webinars
- Review and update your beneficiary



**For online account setup or website navigation questions, call:**

Nationwide Customer Solutions Center 1-833-725-3477

5 a.m. to 8 p.m. PT weekdays and 6 a.m. to 3 p.m. PT Saturday