



STATE OF DELAWARE OFFICE OF PENSIONS

FEBRUARY 2022

MY.DELAWARE.GOV QUICK START GUIDE

REGISTRATION FOR MY.DELAWARE.GOV AND PENSION ACCOUNT ACCESS QUICK START GUIDE

To view your monthly pension advice, you must have an account through My.Delaware.Gov. If you are not transitioning directly from active Delaware employment to retirement, please register with OKTA Self Service using the below Quick Start Guide. If you are transitioning directly from active Delaware employment to retirement, please continue to use your existing my.delaware.gov account.

For Pensioners who previously registered and subscribed to DE-SSO, you will receive an email from DTI to activate their my.delaware.gov account.

NAVIGATE TO THE WEBSITE

1. Go to <https://my.delaware.gov>

REGISTER FOR my.delaware.gov

1. Click Don't have an account? Sign up



2. Enter your email, password, primary phone, name, address, state, and country then click
3. You will receive a Verification email. Please check your email to finish signing in

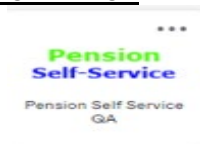


4. To verify your email address and activate your account, please click from the verification email
5. Enter your email address and password then click Sign In to activate your account-
6. Click Sign Out
7. Log in again using email address and password then click Sign In. You will be prompted to add a phone number for resetting your password or unlocking your account via text or voice call, this is optional but **highly recommended**
8. Select a picture to choose a security image

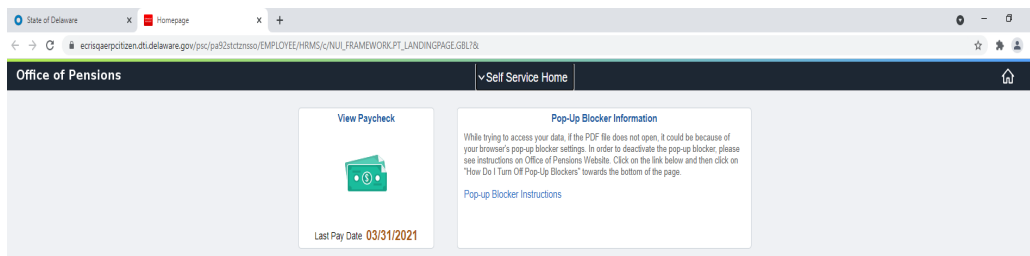


9. Click
10. You will be able to view your pay advice the following day

ACCESS YOUR PENSION ACCOUNT INFORMATION



1. Click the Pension Self-Service tile
2. Click the **View Paycheck** tile
 - a. Click the Check Date you wish to view



3. When you have completed viewing your paycheck information, click in the upper right corner then click Sign Out