



MBOS stands for the Member Benefits Online System.

For active employees, it is an online portal to access your pension account information as well as various applications like retirement, loans, and beneficiary designation.

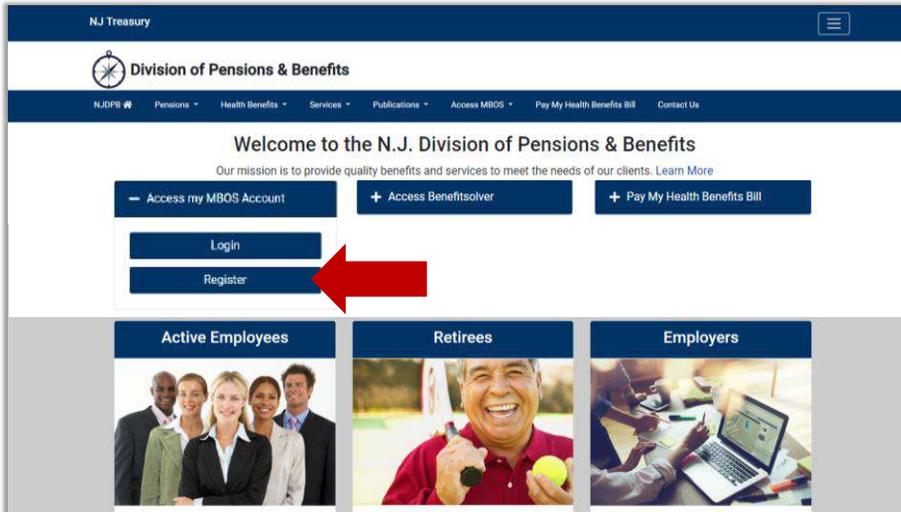
## Registering for MBOS



To access your pension information, you must first register an account.

To begin, go to [www.nj.gov/treasury/pensions](http://www.nj.gov/treasury/pensions) then click the “Access my MBOS Account” button.

## Registering for MBOS



Then click the “Register” button.

Please note, if you have already registered for MBOS, you will not be able to register again. If you need assistance accessing your existing MBOS account, please see our MBOS Troubleshooting videos in our video gallery.

## Registering for MBOS

The screenshot shows the NJ Treasury Division of Pensions & Benefits website. The main navigation bar includes links for NJDPB, Pensions, Health Benefits, Services, Publications, Access MBOS, Pay My Health Benefits Bill, and Contact Us. The page title is "Member Benefits Online System" and the sub-header is "MBOS For Registered Users". A message states: "If you are already registered for MBOS, you can log on using the Login button wherever you see 'Access My MBOS Account.'"

The "MBOS Registration for First-Time Users" section is highlighted with a red box and contains the following text:

**For Active Members and Retirees:**  
Before you can use MBOS, you must register with both MBOG and the myNewJersey website. Registration for MBOS requires several steps. Be sure to read the registration instructions for active members and for retired members and then use the button below to register for MBOS.

**Note:** Members who registered with MBOS as employees have automatic access to retiree MBOS applications when retired. Just log on to your existing MBOS account.

At the bottom of this section is a button labeled "Register for MBOS", which is pointed to by a red arrow.

Other sections visible include "MBOS Registration and Login Issues" and "MBOS Applications".

From the “ MBOS Registration for First-Time Users” box, click the “Register for MBOS” button.

## Registering for MBOS

**Member Registration**

**PLEASE NOTE :**

**MBOS registration and access is for the exclusive use of pension system members and benefit recipients.**

**If you are not authorized to use this site, please exit.  
Unauthorized access is subject to prosecution to the fullest extent of the law.**

In order to proceed you **must** have your membership number (active members) or retirement number (retired members)

 [Active Members](#)      [Retired Members](#)  
Benefit & QDRO Recipients

Please note, MBOS registration and access is for the exclusive use of pension system members.

You must have your membership number in order to proceed. If you do not know your membership number, it can be obtained from your employer or by contacting the Division.

To proceed to the “Active Members Registration,” click the “Active Members” button.

## Registering for MBOS

Registering for MBOS

### Active Member Registration

**First Name :**   
**Last Name :**   
**SSN :**     
**Email Address :**   
**Re-Enter Email Address :**   
**Enter Phone Number :**    **Ext :**   
**Membership Number :** Select Fund  -

**Fund Codes**

00 LRS: Legislative Retirement System  
01 TPAF: Teachers' Pension & Annuity Fund  
02 PERS: Public Employees' Retirement System  
03 PFRS: Police and Firemen's Retirement System  
08 SPRS: State Police Retirement System

Enter your first and last name. It is important to use your legal, given name as the information you provide must match our records. Do not use nicknames or initials.

On the next line, provide your 9-digit Social Security Number.

Then, you will enter your email address in the appropriate field and then reenter it in the field below to confirm it.

Next, enter your telephone number.

Then provide your membership number: On the left, select your retirement system from the drop down menu and then enter your ID number in the field provided after the hyphen.

Click "Continue" after you have provided all of your information.

## Registering for MBOS

1: Request access to MBOS

2: Link MBOS to your myNewJersey account

3: Use MBOS

Your MBOS account will be accessed through myNewJersey:

A screenshot of the myNewJersey login page. The page has a white background with a blue header. The text "Log in to myNewJersey" is at the top. Below it, there are two input fields: "Email address" and "Password". To the right of the password field, there is a link that says "Don't have a myNewJersey account?". At the bottom left, there is a blue button that says "Log In".

**Do you have a myNewJersey Logon ID?**

Yes

No

Your MBOS account will be accessed through myNewJersey.

If you already have a myNewJersey account, you can link your MBOS to it by selecting the "Yes" bubble.

## Registering for MBOS

**Do you have a myNewJersey Logon ID?**

**Yes** 

**No**

**Information about your existing myNewJersey account**

**Logon ID:**

**Password:**

Provide the logon ID and password to your existing myNewJersey account and then click the “Link MBOS to My Account” button.

## Registering for MBOS

Do you have a myNewJersey Logon ID?

Yes

No

Information for your new myNewJersey account

**Pick a Logon ID:**

Your ID must be unique. If the ID you pick is already in use, you'll be asked to pick a different one.

**Pick a password:**

Passwords must be at least 8 characters long, chosen from at least three of these groups: lowercase letters, uppercase letters, digits, and other characters (except space, quotes, <, >, & and \).

**Retype your password:**

**First name:**

**Last name:**

If you do not already have a myNewJersey account, select “No” to create an account.

## Registering for MBOS

**Do you have a myNewJersey Logon ID?**

Yes

No

**Information for your new myNewJersey account**

**Pick a Logon ID:**

Your ID must be unique. If the ID you pick is already in use, you'll be asked to pick a different one.

**Pick a password:**

Passwords must be at least 8 characters long, chosen from at least three of these groups: lowercase letters, uppercase letters, digits, and other characters (except space, quotes, <, >, & and \).

**Retype your password:**

**First name:**

**Last name:**

Create a unique logon ID. If the ID you choose is already in use, you will be asked to pick a different one.

Then, using the instructions provided, create a password for your account; then retype the password in the appropriate field to confirm it.

Next, enter your first and last name in the appropriate fields.

Registering for MBOS

If you forget your ID or password later, we'll ask you the following question. If you answer it correctly, we'll send your ID or a new password to your email address.

**Question you want us to ask:**

**Your answer:**

**Email address:**

**Retype your email address:**

**Forgot the Logon ID to a myNewJersey account you already set up?**  
 If you created a myNewJersey Logon ID before but forgot what it is, we can send it to you by [clicking here](#). Don't create another logon ID.

Further down on that page, you will be asked to create a security question you want to be asked in case you ever forget your logon credentials. Enter the question in the first field and your answer in the appropriate field below.

Your security question and answer should be something only you can answer like “What was the make of my first car?” or “Who was my favorite teacher?”

It is a good idea to refrain from using questions where the answer can change or can be easily answered by someone other than you. For example, “What is my favorite color?” or “What is the name of my pet?”

Lastly, enter your email address in each field then click the “Continue” button.

## Added Security



**After you have registered for MBOS and created your myNewJersey logon ID, you will be prompted to set up Multi-factor authentication, or MFA, in order to increase the security of your account.**

---

**MFA keeps your account more secure because you log in with two "factors": your login ID and password AND a unique code sent to you via text message or through an authenticator app. This code will be different each time you log in.**

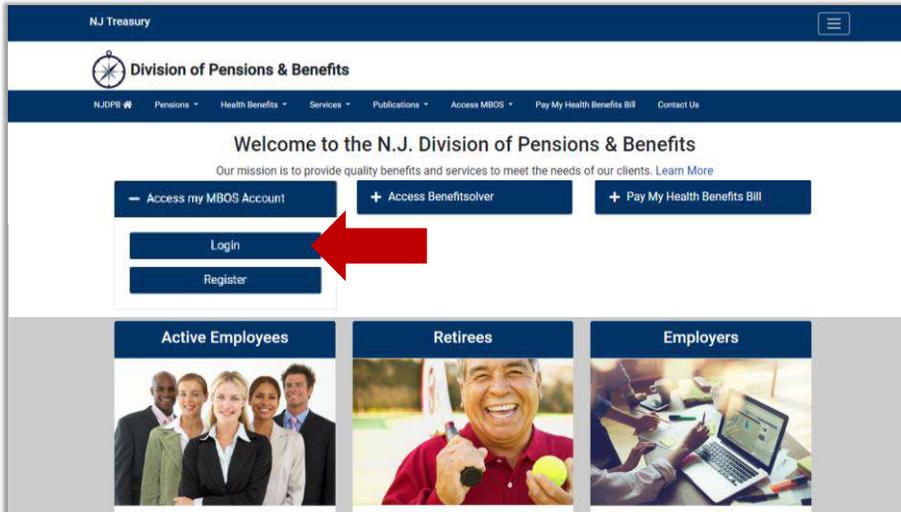
Please note that after you have registered for MBOS and created your myNewJersey logon ID, you will be prompted to set up Multi-factor authentication, or MFA, in order to increase the security of your account.

MFA keeps your account more secure because you log in with two "factors": your ID and password, which are "something you know", and a unique code that's displayed on "something you have", such as a mobile phone, or the browser on your computer or tablet. The code will be different each time you log in, so it's called a one-time password or OTP.

You will establish your MFA either by registering an authenticator app or through text messages by registering your cell phone number.

Follow the prompts that will appear on the screen in order to set up your MFA.

## Accessing MBOS



You will access your MBOS account from the Division's website.

Click the "Access my MBOS Account" button then click "Login."

## Accessing MBOS

**myNewJersey**  
powered by njol

**Log In to myNewJersey**

Login ID:

Password:

**Log In**

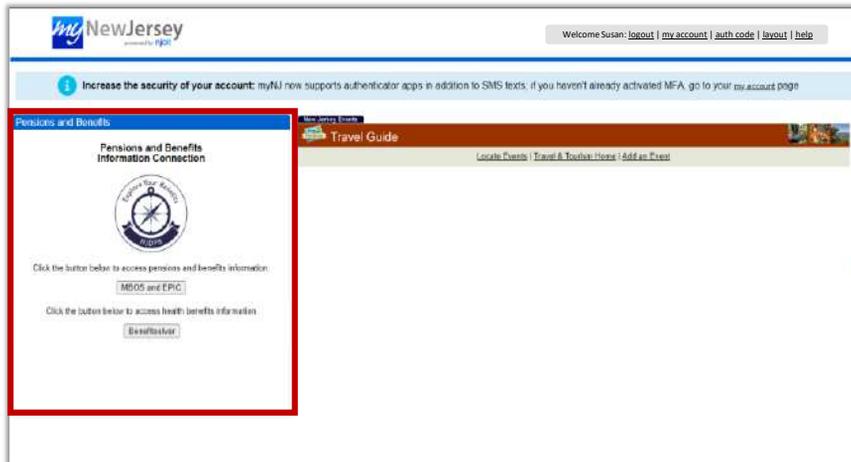
[Forgot your login ID?](#)  
[Forgot your password?](#)  
[Need help?](#)

If you need to register for Unemployment Benefits please go to [myunemployment.nj.gov](http://myunemployment.nj.gov). Unemployment services are only accessed through that site.

Otherwise, register for myNewJersey services here:  
**Sign Up**

Enter your login ID and password then click “Log In.”

## Accessing MBOS



You will be directed to the myNewJersey homepage. To access your MBOS account, look for the Division's logo and click the "MBOS and EPIC" button.

## Accessing MBOS

**Your MBOS Home Page** pensions and benefits home [Logout](#)

**Member Name :** SUSAN SMITH  
**Member Number :** PERS - 1234567  
[susan.smith@mail.com](mailto:susan.smith@mail.com)

**Member Account Applications**

<p style="text-align: center;"><b>Pension Account Information and Calculators</b></p> <table border="0" style="width: 100%;"> <tr> <td><a href="#">Payroll Certifications</a></td> <td><a href="#">Purchase of Service Credit</a></td> </tr> <tr> <td><a href="#">Personal Benefit Statement</a></td> <td><a href="#">Retirement</a></td> </tr> <tr> <td><a href="#">Pension Loan</a></td> <td><a href="#">Purchase Calculator</a></td> </tr> <tr> <td><a href="#">Application for Withdrawal</a></td> <td><a href="#">Purchase Authorization</a></td> </tr> <tr> <td><a href="#">Designation of Beneficiary</a></td> <td><a href="#">Letters and Statements</a></td> </tr> <tr> <td><a href="#">Links &amp; Forms</a></td> <td><a href="#">Online Document Submission</a></td> </tr> </table>	<a href="#">Payroll Certifications</a>	<a href="#">Purchase of Service Credit</a>	<a href="#">Personal Benefit Statement</a>	<a href="#">Retirement</a>	<a href="#">Pension Loan</a>	<a href="#">Purchase Calculator</a>	<a href="#">Application for Withdrawal</a>	<a href="#">Purchase Authorization</a>	<a href="#">Designation of Beneficiary</a>	<a href="#">Letters and Statements</a>	<a href="#">Links &amp; Forms</a>	<a href="#">Online Document Submission</a>	<p style="text-align: center;"><b>Other Benefit Programs</b></p> <p style="text-align: center;"><a href="#">SHBP/SEHBP</a></p> <p style="text-align: center;"><b>Application Help</b></p> <p style="text-align: center;"><a href="#">MBOS User Guide</a></p>
<a href="#">Payroll Certifications</a>	<a href="#">Purchase of Service Credit</a>												
<a href="#">Personal Benefit Statement</a>	<a href="#">Retirement</a>												
<a href="#">Pension Loan</a>	<a href="#">Purchase Calculator</a>												
<a href="#">Application for Withdrawal</a>	<a href="#">Purchase Authorization</a>												
<a href="#">Designation of Beneficiary</a>	<a href="#">Letters and Statements</a>												
<a href="#">Links &amp; Forms</a>	<a href="#">Online Document Submission</a>												

This is what your MBOS homepage will look like. You will be able to view payroll certifications issued for you by the Division, review your Personal Benefit Statement, designate beneficiaries for your active death benefits, submit various applications, run retirement and purchase estimates, request letters and statements and submit your proof of age documentation.

## Contact Us

### Have questions? Reach out!

**Phone:** (609) 292-7524

**Email:** [pensions.nj@treas.nj.gov](mailto:pensions.nj@treas.nj.gov)

**Mail:** P.O. Box 295  
Trenton, NJ 08625-0295

This document is meant to provide a general overview and may not address every individual's situation.

If, after reading through it, you have additional questions, please contact the Division of Pensions and Benefits by telephone at (609) 292-7524; by email at [pensions.nj@treas.nj.gov](mailto:pensions.nj@treas.nj.gov); by postal mail at Division of Pensions and Benefits, P.O. Box 295, Trenton, NJ 08625-0295.