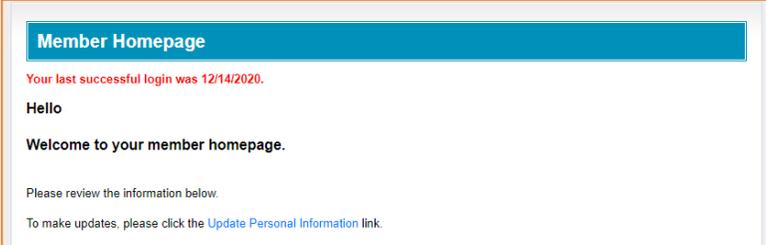
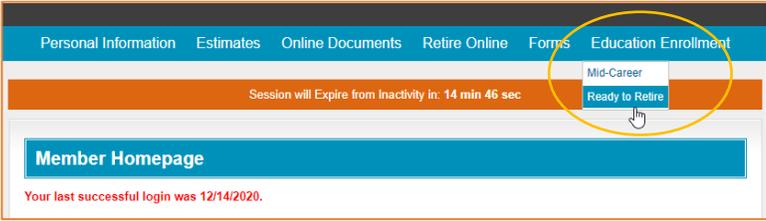


Instructions for enrolling in a Mid-Career, Ready to Retire or Coffee Break online webinar via *myMOSERS*

Includes:

- Step 1 (*myMOSERS*)
- Step 2 (GoTo Webinar)
- Cancel/Reschedule

<p>1. Log in to <i>myMOSERS</i></p>	
<p>2. Review your Member Homepage</p>	
<p>3. Select the type of event (<i>Mid-Career, Ready to Retire, or Coffee Break</i>) from the Education Enrollment dropdown</p>	

4. Verify your personal information, update as needed, then click **Continue to Enrollment**

Online Enrollment

Before You Proceed with Your Enrollment
Please ensure that your personal information is updated on our system. We will use that information to either email or mail you confirmation documents.

Name:

Address: [Update Information First](#)

Email Address: [Update Information First](#)

Email Options: You will receive MOSERS notifications **electronically**.
[Change Email Options](#)

[Continue to Enrollment](#)

5. Review details about the session and click **Enroll**.

Note: Screens will be different based on the type of event you are enrolling in.

Online Enrollment

General Ready to Retire Session
These sessions are designed for general state employees who are within 5 years of retirement eligibility and are either MSEP or MSEP 2000 members. Members must register to attend.

Find out more about:

- Your eligibility for MOSERS retirement
- The retirement process and important due dates
- Calculating your benefit amount
- The choices you will make about retirement
- BackDROP and how it may affect you
- Cost-of-living adjustments affecting your benefit
- Life insurance benefits administered by MOSERS
- Reemployment

Daytime online webinars are from 8:30 am until 3:30 pm. Daytime in-person seminars are held from 8:30 am until 4:00 pm and lunch is provided. Topics include MOSERS, MO Deferred Comp, MCHCP and Social Security benefits.

Evening webinars are held from 5:30 pm until 9:00 pm. Topics include MOSERS and MO Deferred Comp benefits only.

[Enroll](#)

6. Select search parameters. System will default to Show All in order for members to see both webinars and in-person seminars (if offered). Click **Submit**.

Online Enrollment

Search Sessions
Use your zip code to find the nearest sessions.

Zip Code:

Show Sessions within: [Show All](#) ▼

Search sessions within a date range (optional):

Begin date: [select](#)

End date: [select](#)

[Submit](#)

7. View the schedule, select the event and click **Enroll Now**.

Jefferson City at MOSERS Within 29 miles of you.	06/08/2021	50 Seats Remaining	Enroll Now	Webinar
Jefferson City at MOSERS Within 29 miles of you.	06/15/2021	30 Seats Remaining	Enroll Now	In-Person Seminar
Jefferson City at MOSERS Within 29 miles of you.	06/22/2021	49 Seats Remaining	Enroll Now	Webinar
Jefferson City at MOSERS Within 29 miles of you.	07/13/2021	48 Seats Remaining	Enroll Now	Webinar
Jefferson City at MOSERS Within 29 miles of you.	07/20/2021 Evening	50 Seats Remaining	Enroll Now	Webinar
Jefferson City at MOSERS Within 29 miles of you.	07/27/2021	29 Seats Remaining	Enroll Now	In-Person Seminar

8. For Ready to Retire sessions: Complete Spouse's Date of Birth and Anticipated Date of Retirement. Click **Enroll**.

Online Enrollment

Seminar Information:

Seats Remaining: 50

Event: Ready to Retire

Event Date: 05/26/2021

Location: MOSERS - Webinar

Time: 8:30 am - 3:30 pm



RETIREMENT
planning for your future in every stage of your career

Enroll in seminar as:

Member Name: _____

Spouse's Date of Birth: [Why?](#)

Anticipated Date of Retirement: *

NOTE:
BackDROP - If you would like your estimate to include your BackDROP options, your anticipated retirement date must be at least 2 to 5 years past your first normal eligibility date.

Once registered, if you are unable to attend, contact MOSERS at (800) 827-1063.

Special Accommodations:

Please contact MOSERS at (800) 827-1063, to make arrangements for special accommodations.

* - Denotes Required Field

9. To **complete** the enrollment process for a webinar you **MUST** complete the next step by clicking the **Register for Webinar** link.

Session Information

Please [print](#) or save this information for your records.

Go To Webinar Registration

Next Step: [Register for Webinar](#)

You are enrolled with MOSERS but now, you must register (above) with GoTo Webinar to finish.

10. Once you click the link, a new page will open. This is the GoTo Webinar registration page. From the dropdown, **select the date you just registered in.**

Note: This page will be different based on the type of event.

11. Complete the remaining fields and click the **Register** button.

You will receive a confirmation and reminder emails directly from GoTo Webinar that include the MOSERS logo (sometimes these may end up in your spam folder). These emails contain the instructions and link to join the webinar on the date you selected.

<p>12. You may go back to your browser window and Print or Save your session confirmation page.</p> <p>MOSERS will send a confirmation email and reminders via your Document Express (log in to view or print).</p>	<div style="border: 1px solid orange; padding: 10px;"> <p>Session Information</p> <p>Please print or save this information for your records.</p> <p>GoTo Webinar Registration</p> <p>Next Step: Register for Webinar</p> <p>You are enrolled with MOSERS but now, you must register (above) with GoTo Webinar to finish.</p> <hr/> <p>Member Information:</p> <p>Member ID: _____</p> <p>Name: _____</p> <hr/> <p>You are enrolled in the following:</p> <p>Event: Ready to Retire</p> <p>Date: 05/26/2021</p> <p>Location: MOSERS - Webinar</p> <p>Time: 8:30 am - 3:30 pm</p> <hr/> <p>Thank you for enrolling!</p> <p>MOSERS will send a confirmation email to your Document Express online mailbox. Log in to myMOSERS to view and print.</p> <p>If you need to cancel your registration for an in-person seminar, contact MOSERS at (800) 827-1063 as soon as possible. This will open a seat in the seminar and allow us to provide an accurate headcount to the caterer, venue, etc.</p> <p>Weather/Cancellation Policy</p> </div>
<p>13. Need to cancel or reschedule?</p>	<p>Contact MOSERS to ensure you are removed from Step 1 (myMOSERS) by calling (800) 827-1063 or (573) 632-6100 or emailing your information to MOSERSEducation@mosers.org. The cancellation link provided in your GoTo Webinar confirmation and reminder emails only removes you from Step 2 (GoTo Webinar).</p>