URL: https://www.corebridgefinancial.com/rs/myretirementmanager

Main Welcome Page

Click Login Icon and select Participants (Login)

Takes User to Login page

***If user has established a security profile, please enter the existing user ID and password, and follow the next steps***
New Participants/ 1st time users will need to create and establish a security profile prior to using Retirement Manager.

This is done by selecting the link at the bottom of the Login page (as shown above)

User(s) will be asked to verify their identity; this is accomplished by 1st entering the name of the employer. Just type in a few letters and the dropdown menu will populate the list of names matching your entry.

For University of Texas (UT) > enter UT (Space) and the names of the UT institutions will appear in the dropdown menu

> Select your specific campus of employment from the dropdown menu

For Stephen F. Austin State University > Enter (Step)

Select Stephen F Austin State University
User(s) will be redirect the “Let's start with the basics,” where user will need to enter the following pieces of information. ***The pieces of information to enter will need to match the information stored in Retirement Manager***

once information has been entered > click the button to proceed to the next steps

User(s) will now be asked to create/confirm username, add/confirm email address (business or personal), and create/confirm password.

The new username must be unique and cannot be shared with another user. Add additional characters as appropriate to ensure this value is unique. If the error states “Sorry, we cannot verify your information at this time” on the setup Username and Password screen, please try a different username. Additionally, no special characters should be used when creating the new username. This includes the asterisk (*) sign.

Please note that due to enhanced security a new Username and New Password are required with new minimum criteria

Username requirements:
- At least 8 characters long and no more than 50 characters long
- A number is required but cannot include more than 3 consecutive numbers (values)
- Cannot include spaces or "/\(;\)’’<>

Password requirements:
- At least 8 characters long and no more than 50 characters long
- One upper case letter and one lower case letter
- Include one symbol EX: @ # $ % ^ & * ? or –
- At least one number and no more than 3 consecutive values
- No white spaces allowed

once information has been entered > click the button to proceed to the next steps
You will be prompted to validate your identity using email and a one-time temporary password (OTP). The email address should be verified before requesting the OTP and may take several minutes to receive this code, depending on the user email system.

Enter 6-digit code from email

A secondary phone verification is also needed using either text message or automated phone call verification. You can add a mobile number in the verification process if a text message is preferred. For numbers that cannot receive text messaging, please select the automated phone call option, and follow the prompts during the call to complete the verification. Please verify the email address and phone numbers if the OTP code is not received.

To receive codes via Text > check the box > continue
User(s) will be asked to verify phone number > Input code received via Test Message

Once the verification steps are complete, user will see a successfully created profile message

The user needs to log in with the new credentials to validate recently created information in the database. Simply use the new credentials and log in to navigate to the application home page.
User(s) will need to agree to the “Terms of Use”

After agreeing to terms of use, participants will redirect to their home page.
Participant Home Landing Page

Welcome Test Participant
Check out your retirement plan overview.

Optional Retirement Program (Post 1996)
View plan details

UTSaver DCP
View plan details

UTSaver TSA
View plan details

Should I dip into my retirement savings?
Please note: University of Texas has established a Single Sign On process though the Benefit Focus Portal where the user can click a link and will be automatically signed into Retirement Manager. This is part of the UT intranet, please reach out to your benefit office for the instructions to the Benefit Focus Portal.
The new security enhancements are designed to keep your information safe and the next time user attempts to log into Retirement Manager a challenge may be given to verify user to ensure only verified users can successfully complete the login process. Select the option to receive the code and submit.

Based on users’ selection a code will be sent:

*Enter the 6-digit code received via Text Message, Email or Phone call and submit***
If I cannot remember my password

A “Forgot Password” link is provided on the login screen that you can select. You will be asked to enter the username and email address used when the profile was created. Following this step, an email or phone verification will be sent, and you will be prompted to create a new password once verified.

Once code is received, entered, and accepted > user will be redirected to create new password.
Success message will appear once new password is inputted and accepted. Click Login to be taken to login page and enter username and newly created password.