

The background is a solid blue color with a faint, high-resolution image of a calculator and a ruler. The calculator is positioned diagonally from the top-left towards the bottom-right. Visible keys include the plus sign (+), minus sign (-), equals sign (=), and the number 3. A ruler is placed horizontally across the bottom right, showing markings for 34, 37, 40, 43, and 46. The text "my LASERS" is centered in the image, with "my" in a white script font and "LASERS" in a white serif font.

my LASERS



- LASERS has implemented the latest technologies to protect your data with the use of **Multi-Factor Authentication** (MFA)
- With MFA, your password and a **new second factor security code** will be needed to log in
 - **Each time you log in,** a new security code will be sent via text or voice call to the phone number used during registration
Therefore, you must have access to the device with that phone number in order to log in to myLASERS
- With **added security**, myLASERS will offer more interactive features that allow members to accomplish tasks in real-time



Enhanced Security

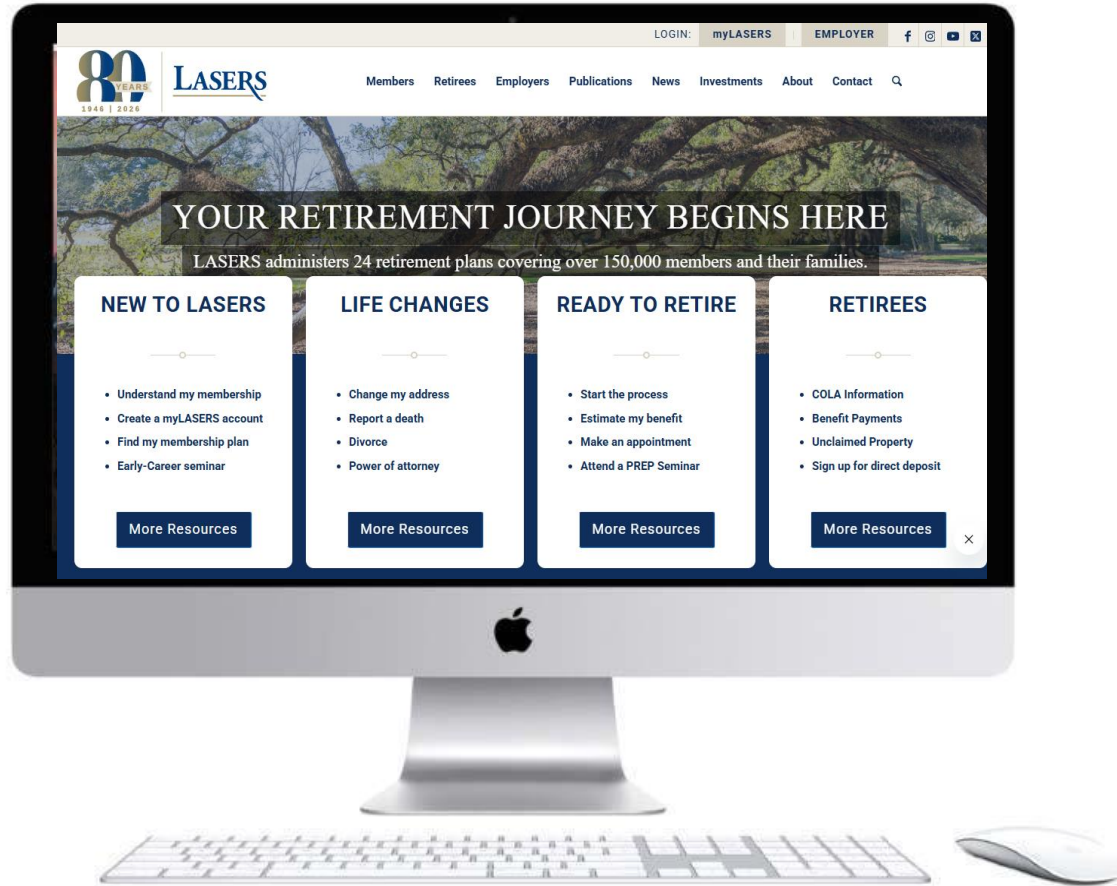
With *my* LASERS you can....

myLASERS gives you the power to monitor accounts and accomplish many tasks in a paperless capacity, which include:

- View and Print Contribution History
- Check Service Credit
- Check the status of requests
- Upload documents
- Utilize the message center
- Utilize Benefit Estimate Calculator
- Utilize Re-payment of Refund Calculator



To Access *my* LASERS



From LASERS homepage, lasersonline.org, click on myLASERS in the upper right corner

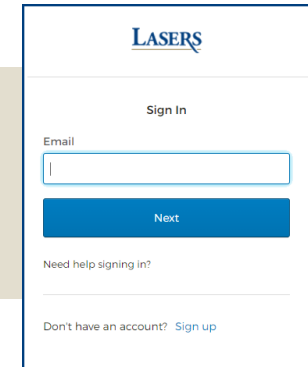
LASERS



Learn more at: www.lasersonline.org/myLASERS-info

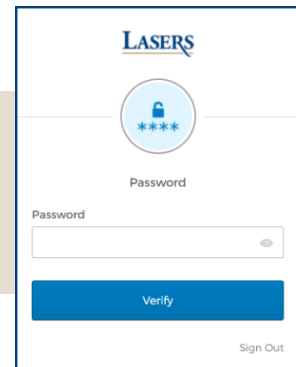
Signing into Your *my*LASERS Account

- 1 Enter the **email address** you used to register
Click **Next**



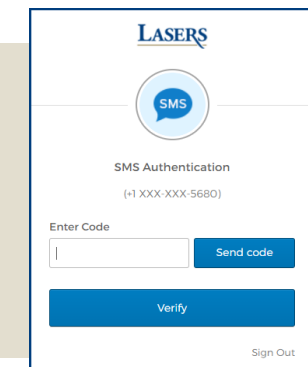
The screenshot shows the LASERS Sign In page. At the top is the LASERS logo. Below it is the text 'Sign In'. There is an 'Email' label above a text input field. Below the input field is a blue 'Next' button. Further down, there is a link 'Need help signing in?' and another link 'Don't have an account? Sign up'.

- 2 Enter the **password** you used to register
Click **Verify**



The screenshot shows the LASERS Password screen. At the top is the LASERS logo. Below it is a circular icon with a padlock and four asterisks. Below the icon is the label 'Password'. There is a 'Password' label above a text input field. Below the input field is a blue 'Verify' button. At the bottom right is a 'Sign Out' link.

- 3 Click the **Send code** button
Enter the **code** you receive via text or phone call
Click **Verify**



The screenshot shows the LASERS SMS Authentication screen. At the top is the LASERS logo. Below it is a circular icon with 'SMS'. Below the icon is the text 'SMS Authentication' and '(+1 XXX-XXX-5680)'. There is an 'Enter Code' label above a text input field. To the right of the input field is a blue 'Send code' button. Below the input field is a blue 'Verify' button. At the bottom right is a 'Sign Out' link.



Dashboard

The main landing page or dashboard consists of:

Live tiles and an Options Menu

Live Tiles provide a quick account summary

Menu, column on the lefthand side, provides access to more functions within myLASERS

Dashboard

Information >

Membership >

Application Status >

Documents >

Tools >

eForms

Active Membership

Service Credit	
Eligibility	25.0
Computation	25.0
Contributions	\$97,496.62

[View Details](#)

Estimated Benefit

Not an official estimate.

[View disclaimer](#)

Maximum	\$2,687.50
As Of Date	02/22/2035
Benefit Amount	\$4,797.69

[Create Estimate](#)



Information

Personal Information

Name

Date of Birth and

Address

Beneficiaries

Named Beneficiary(ies)
currently on file

Dashboard

Information >

Personal Information

Beneficiaries

Membership >

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Active Membership

Service Credit

Eligibility 25.0

Computation 25.0

Contributions \$98,016.68

View Details

Estimated Benefit

Not an official estimate.

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Maximum \$2,687.50

As Of Date 02/22/2035

Benefit Amount \$4,797.69

Create Estimate

LASERS

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Membership

Membership Summary

- Retirement Plan
- Membership Status (Retired, Working After DROP, Retired After DROP)
- Enrollment Date

Membership History

- Employment history including
 - Contributions
 - Service credit

Membership History

The employment history that LASERS currently has on file is listed below:

[How do I report a discrepancy?](#)
[How is my membership history reported?](#)

[PDF](#) [EXCEL](#)

Year	Service Type	Reported Earnings	Employee Contributions	Total Employee Contributions	Total Eligibility	Total Benefit Computation
2019	Retirement	\$0.00	\$-2,442.37	\$0.00	0.00	0.00
2019	Contribution	\$24,511.20	\$1,838.34	\$0.00	0.00	0.00
2018	Contribution	\$8,053.68	\$604.03	\$604.03	0.10	0.10
2016	Drop Participant	\$0.00	\$-120,369.93	\$0.00	0.00	0.00
2016	Contribution	\$77,240.70	\$5,793.07	\$120,369.93	28.20	28.20
2015	Contribution	\$89,255.92	\$6,694.22	\$114,576.86	27.30	27.30
2014	Contribution	\$89,255.92	\$6,694.22	\$107,882.64	26.30	26.30
2013	Contribution	\$87,468.64	\$6,560.15	\$101,188.42	25.30	25.30
2012	Contribution	\$84,368.00	\$6,327.60	\$94,628.27	24.30	24.30
2011	Contribution	\$83,595.20	\$6,269.64	\$88,300.67	23.30	23.30



Application Status

The **Application Status page** displays the status of documents sent to LASERS requiring action be taken

Expand view to see the status of a particular application:

- **Received:** Date application/form was received by LASERS
- **In Progress:** Application is being processed by LASERS
- **Completed:** Date application/form was completed by LASERS

Application Status	
Application for Direct Deposit	Received ▾
Refund of Accumulated Contributions	Received ▾
Designation of Beneficiary	Received ▾
Designation of Beneficiary	Received ▾
Request for Withdrawal from DROP/IBO Account	Received ▾
Social Security First Eligibility Request	Received ▾
Request for Withdrawal from DROP/IBO Account	Received ▾
Certification at End of Employment after DROP	In Progress ▾
Application for Purchase of Service under R.S. 11:429	In Progress ▾
Application for Direct Deposit	In Progress ▾
Request for Retirement Benefits Estimate	In Progress ▾





Benefits

Benefit Recipients

- Payment History
- Tax Withholdings
- DROP/IBO History (if applicable)
- Income Verifications

Benefit Recipients with **multiple benefit accounts** can switch between accounts

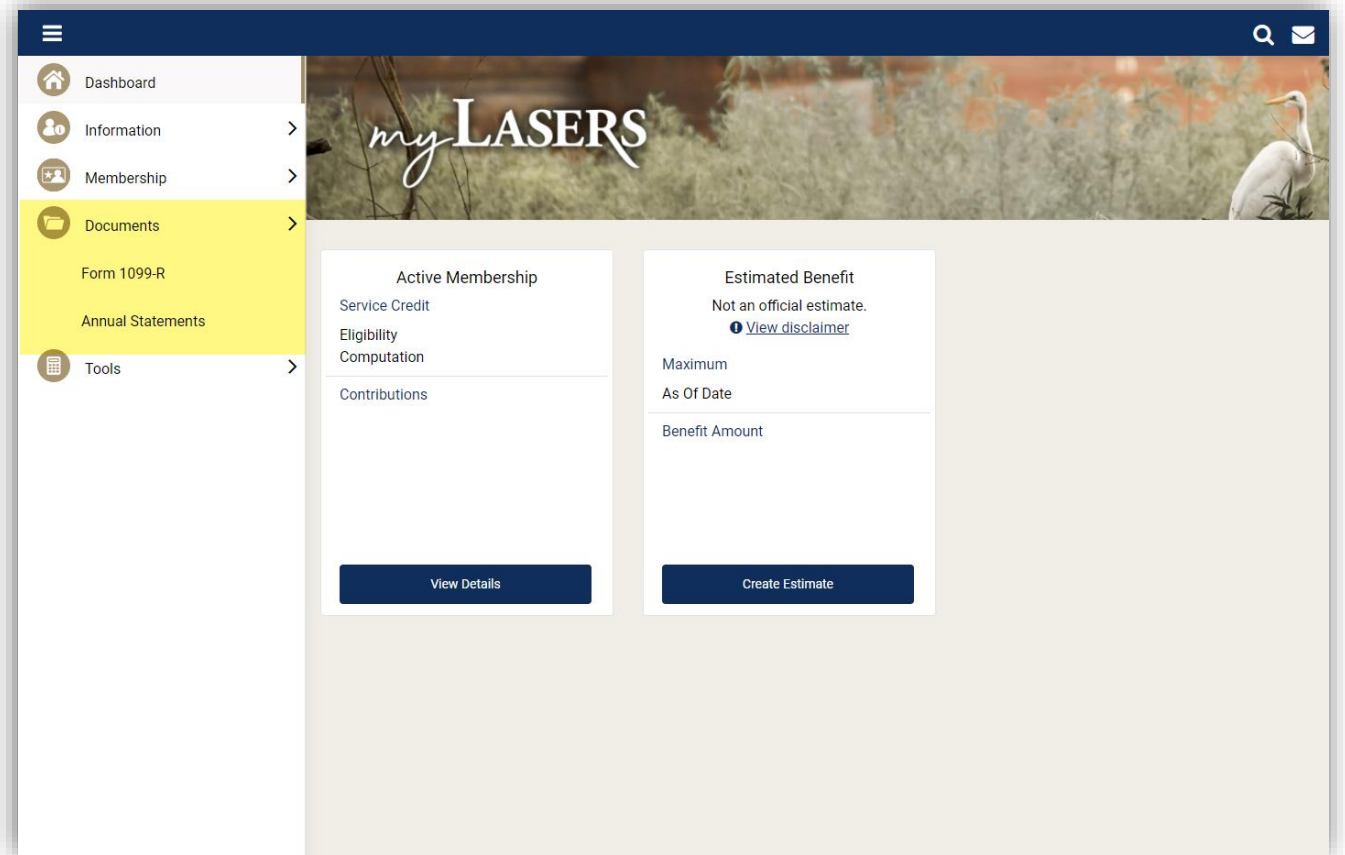
All features may not be applicable

Year	Gross	Federal Tax	Safe Harbor	Taxable Gross	Deduction	Net
▶ 2020	\$14,614.32	\$1,101.30	\$0.00	\$14,614.32	\$0.00	\$13,513.02
▶ 2019	\$14,614.32	\$1,103.28	\$0.00	\$14,614.32	\$0.00	\$13,511.04
▶ 2018	\$14,614.32	\$1,141.33	\$0.00	\$14,614.32	\$0.00	\$13,472.99
▶ 2017	\$14,614.32	\$1,380.36	\$0.00	\$14,614.32	\$0.00	\$13,233.96
▶ 2016	\$14,506.32	\$1,374.36	\$0.00	\$14,506.32	\$0.00	\$13,131.96
▶ 2015	\$14,398.32	\$1,353.36	\$0.00	\$14,398.32	\$0.00	\$13,044.96
▶ 2014	\$9,598.88	\$806.91	\$0.00	\$9,598.88	\$0.00	\$8,791.97



Documents

- **Form 1099-R**
 - Retirees
 - Beneficiaries
 - Alternate Payees
 - Members who have refunded within the last 5 years
- **Annual Statements**
 - Past 5 years
- **Other Documents**
 - Allows members to view certain documents previously mailed to a member





Tools

Benefit Estimate Calculator generate estimates on a variety of different retirement options

Repay Refund Estimate Calculator estimate the cost to repay previously refunded service credit

Request Appointment

Upload documents such as social security cards and birth certificates

Dashboard

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Tools ✓

Benefit Estimate Calculator

Repay Refund Calculator

Request Appointment

Upload Documents

eForms

Upload Documents

[Watch the tutorial](#)

Use the tool below to upload your supporting documents to LASERS.

1. Using the drop down, select the document type.
2. Click 'Choose File' to locate the file on your computer.
3. Click 'Submit Document' to complete your upload.

Acceptable file types: .pdf and .jpeg
Maximum file size: 10 MB

Document Type

Select Document Type... ▼

Choose File

Submit Document

Cancel



eForms

myLASERS



Dashboard



Information



Membership



Application Status



Documents



Tools



eForms

eForms [Watch the tutorial](#)

You can submit a form to LASERS electronically by selecting a document below and entering the required information.

Form Code	Form Description
01-06	Designation of Beneficiary
02-01	Refund of Accumulated Contributions
02-11	Application for Repayment of Refunded Service
04-05	Authorization for Direct Deposit
05-01	Request for Retirement Benefits Estimate
09-03	Request for Withdrawal from DROP/IBO Account
MSD-33	Request for First Eligible Letter for Social Security



Message Center

- Displays notifications for members such as forms received, new documents available to view and appointment reminders
- Member has option to print or delete messages once read
- Text and email alerts are available

