



ONLINE BANKING ENROLLMENT

Go to the credit union's home page www.vanderbiltcu.org
Click "online banking" tab to go to the online banking home page
Click "getting started" tab on the left side navigation bar to enroll

Enter Your Member Number

This is your savings account number (full social security number plus 3 digit pin)

Example: XXXXXXXXXXX-01X

When you enter your Member Number DO NOT use the dash (XXXXXXXXXXXXXX)

Enter Your Primary PIN

This is the last four digits of your Social Security Number

Create Your Logon ID

This is the unique user name that you make up and will use to logon to Online Banking

This Logon ID must be between 6 and 50 characters long

Create Your Security Code (Password)

Your security code must be between 8 and 16 characters

Your security code must contain at least 2 letters and at least 2 numbers

Enter Your Mother's Maiden Name

Enter Your Email Address



ELECTRONIC STATEMENT ENROLLMENT

You must already be enrolled in Online Banking (See Above)

Go to the credit union's home page www.vanderbiltcu.org

Click "online banking" tab to go to the online banking home page

Click "e-statements" under Bank IT on the left side navigation bar

Read the Instructions Page

Click Sign up at the bottom of the page

You are now on the Enrollment Page

Click e-statements on the left side navigation bar

To continue enrollment, your browser window must ALLOW pop-ups

A new browser window will open

Activate Statement Express

Enter First Name, Last Name, and E-mail address

Click Terms of Use box

Click submit at bottom of the page to complete your activation

Log-off from the Statement Express Page

If you get an error message, please write down the message and contact the credit union office at **615-936-0300**