## **RAP** Reauthentication Process

## Step-by-Step

- 1. Check your email for an activation invitation from <u>no-reply@ids.captrust.com</u>.
  - a. Click 'Access Here' button in the activation email.
- 2. Using new requirements, enter your new password and reenter to confirm.
  - a. It is unnecessary to set up multifactor authentication on this page.
- 3. Chose a security image and click 'Create My Account'.
- 4. Setup multifactor authentication (MFA) for password reset.
  - a. Choose SMS, email, or both and follow prompts.
  - b. Enter the code from SMS/email and click 'Verify'.
- 5. Click 'Finish' which will bring you to an Okta application dashboard.
  - a. Click the 'Retirement Allocation Program' button under My Apps.
  - b. OR directly access the RAP login screen: <u>https://rap.captrust.com</u>
- 6. Login using your username (email for RAP) and new password.

## What to Expect



Contact your CAPTRUST advisor or dial 952-767-8007 for help completing RAP reauthentication.