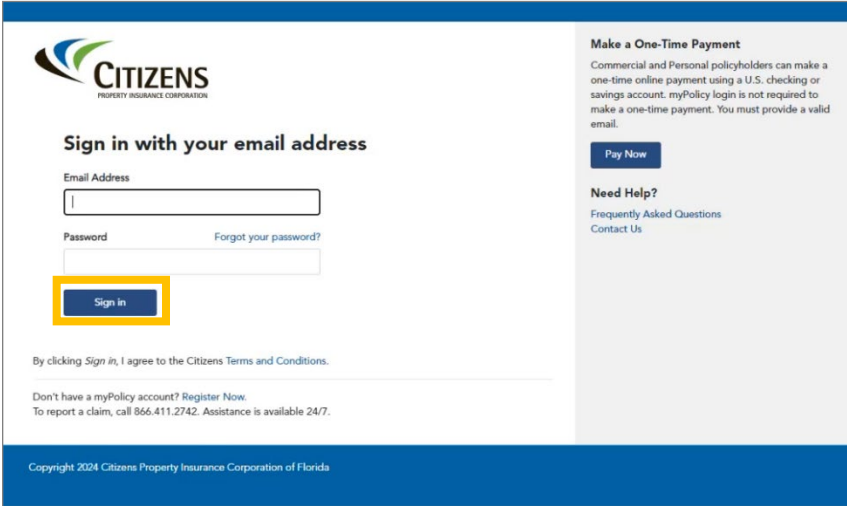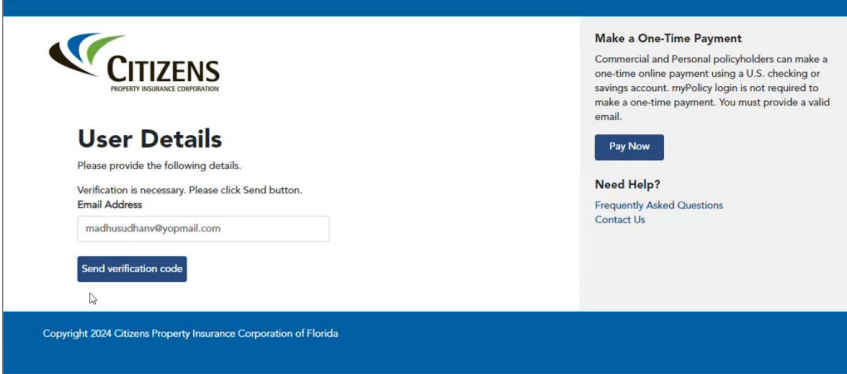# Accessing myPolicy (Existing Users After Password Change)

Access myPolicy (New Users)

Once the policyholder has updated their myPolicy password, the login process follows our standard for multi-factor authentication login.
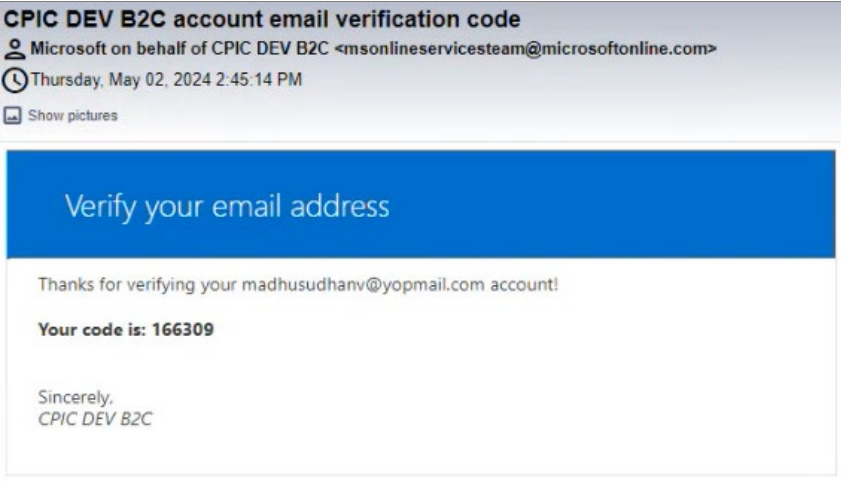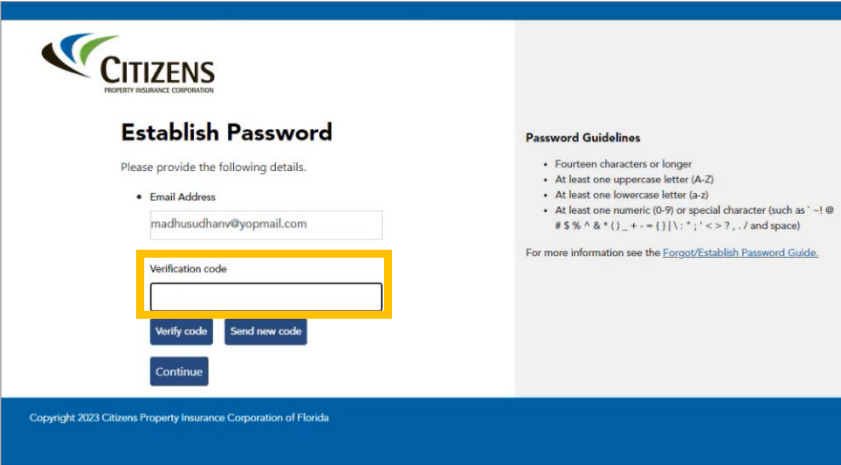
Policyholders will follow the steps below to login to myPolicy:

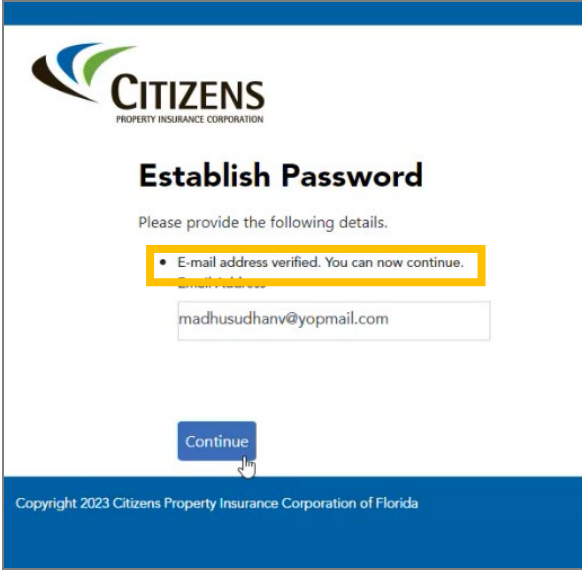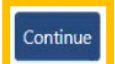| Step	Action
1	Enter the registered email address and updated password, then click the **Sign In** button. *Result:* The multi-factor authentication screen displays.

Access myPolicy (New Users), continued

Step	Action
2	Click the **Send verification code** button. Send verification code *Result*: The *Account Email Verification Code* email is sent to the policyholder. CPIC DEV B2C account email verification code Microsoft on behalf of CPIC DEV B2C <msonlineservicesteam@microsoftonline.com> Thursday, May 02, 2024 2:45:14 PM Show pictures Verify your email address Thanks for verifying your madhusudhanv@yopmail.com account! **Your code is: 166309** Sincerely, *CPIC DEV B2C*
3	Locate the **6-digit verification code** from the *Account Email Verification* email and enter it into the **Verification code** field. **CITIZENS** PROPERTY INSURANCE CORPORATION **Establish Password** Please provide the following details. • Email Address madhusudhanv@yopmail.com Verification code [ ] Verify code Send new code Continue **Password Guidelines** • Fourteen characters or longer • At least one uppercase letter (A-Z) • At least one lowercase letter (a-z) • At least one numeric (0-9) or special character (such as ` ~! @ # $ % ^ & * ( ) _ + - = { }	\ : ' ; ' < > ? , . / and space) For more information see the Forgot/Establish Password Guide. Copyright 2023 Citizens Property Insurance Corporation of Florida

Access myPolicy (New Users), continued

Step	Action
4	Click the **Verify code** button. Verify code *Results*: A confirmation message displays. **CITIZENS** PROPERTY INSURANCE CORPORATION **Establish Password** Please provide the following details. • E-mail address verified. You can now continue. Email Address madhusudhanv@yopmail.com Continue Copyright 2023 Citizens Property Insurance Corporation of Florida
5	Click the **Continue** button. Continue Result: The *myPolicy Dashboard* is displayed.

End of procedure