



## BiP Quick Start to Self-Enrollment

To start, go to the [Benefits Information Portal enrollment page](https://bip.dhs.mn.gov/Enroll) (https://bip.dhs.mn.gov/Enroll).

### Create Your Account: Page 1 of 4

1. Enter Vendor Number (This should have been mailed to you).
2. Click the blue **Next** button to continue.

### Create Your Account: Page 2 of 4

3. Enter your Email Address.
4. Create your Username (8-20 characters numbers and letters only).
5. Create your Password (Passwords are case sensitive and must contain at least one number, one uppercase letter, one lowercase letter, and one special character).
6. Confirm the password you just created.
7. Click the blue **Next** button to continue.

### Create Your Account: Page 3 of 4

8. Choose security question 1.
9. Create answer for security question 1.
10. Choose security question 2.
11. Create answer for security question 2
12. Choose security question 3.
13. Create answer for security question 3.
14. Click the blue **Next** button to continue.

### Create Your Account: Page 4 of 4

15. Enter your legal first name.
16. Enter your legal last name.
17. Select your gender.
18. Enter your date of birth (MM/DD/YYYY).
19. Click the blue **Submit** button to review your account information.

### Account Confirmation Page: 1 of 1

20. Review your confirmation page.
21. If everything looks good, click the green **Create Account** button.

**Congratulations! You have successfully logged into BiP!**