

Employee Self Service (ESS) Self-Registration

In order to access your WCIF benefit information through our SIMON website, you'll need to complete a simple registration process. Please note, the self-registration option is for **currently enrolled employees only**.

- 1 Go to <https://wcif.simon365.com>
- 2 Click on **Register** below the Sign In area:
[Don't have an account? Register](#)
- 3 Enter your personal information as requested. Your Registration Code is:
WCIF2017
- 4 Click on **Send Registration Request**
- 5 Check your email. Click on the link in your email to complete your registration process.

The screenshot shows the 'Register for Employee Self Service' page. At the top is the WCIF logo. Below it is the title 'Register for Employee Self Service'. The form contains several input fields: SSN (with a help icon and a placeholder '###-##-####'), DATE OF BIRTH (with a calendar icon and a placeholder 'MM/DD/YYYY'), FIRST NAME (with a placeholder 'First Name'), LAST NAME (with a placeholder 'Last Name'), EMAIL (with a placeholder 'test@example.com'), and REGISTRATION CODE (with a placeholder 'Enter registration code'). At the bottom left is a 'Back' link, and at the bottom right is a blue button labeled 'Send Registration Request' with a right-pointing arrow.

Congratulations! You now have access to view and/or manage your WCIF benefit information as allowed by your employer.

Questions? Please contact your employer.