

## **MyAXA Registration Guide**

Download MyAXA on your IOS or Android device <a href="https://bit.ly/MyAXAEgypt">https://bit.ly/MyAXAEgypt</a>



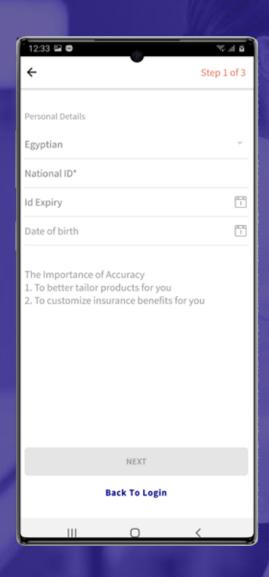


# Login / Registration Screen

**To register:** Click on sign up to start your register process

If you're already registred: fill in your e-mail and password to sign in





### **Personal Details**

#### Step1:

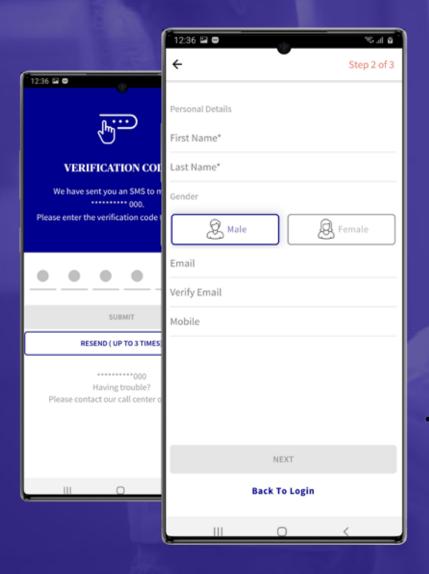
- 1. Choose Egyptian or Foreigner from the drop down menu
- 2. A. In case you choose Egyptian, fill in:
  - National ID
  - Expiry date
  - Date of birth

(Please note that the ID number is 14 digits and the date of birth must match the date on the ID)

- B. In case you choose foriegner, fill in:
  - Passport number
  - Passport expiry date
  - Date of birth

Click next ▶





### **Personal Details**

### Step2:

- Fill in/Select:
- your first name and last name
- your gender
- your e-mail address and confirm it in the next field
- your mobile number

Click next ▶

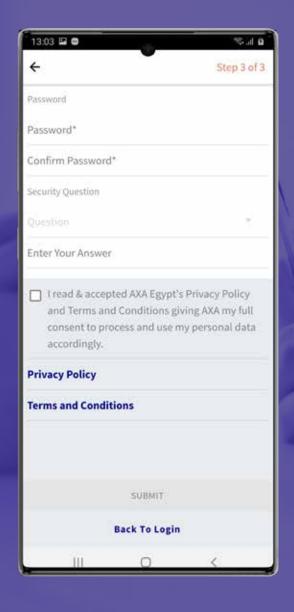
#### For verification Purpose:

- 1- A 6-digit code will be sent automatically to your provided mobile number
- 2. Fill in the code

click submit ▶

If you haven't received the code after 3 attempts, kindly call us on 16363





## **Security**

- 1. Fill in your password applying the password policy:
- 8 characters password length
- 1 capital letter
- 1 small letter
- 1 number
- 1 special character
- 2. Fill in your password again for confirmation
- 3. Select a security question and an answer
- 4. Read and accept the privacy and terms and conditions

click submit

In case you forgot your password and security question, kindly call us on 16363





# **Login Screen**

Now you're done with your registration process, login screen will apear:

• Please fill in your e-mail and password.





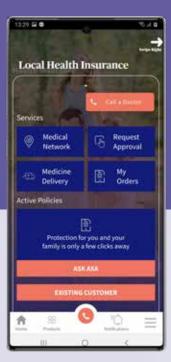
## **Products page**

After registration, you will be able to check your policy details

In case your data is not automatically identified, kindly check slide 8



## **New Policy Addition**





Click on existing Customer



As mentioned in your

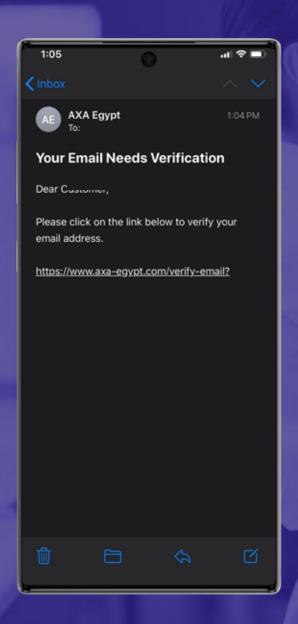
card, fill in:

- Policy number

- membership number

If you receive an error while entering the policy details, kindly call us on 16363





### **Email verification**

Some service requests will require an e-mail verification to confirm that it is correct

How to verify your e-mail?

- 1. Login
- 2. An automated e-mail will be sent to your provided email after login
- 3. Click on the link sent for verification
- 4. Your e-mail will be verified