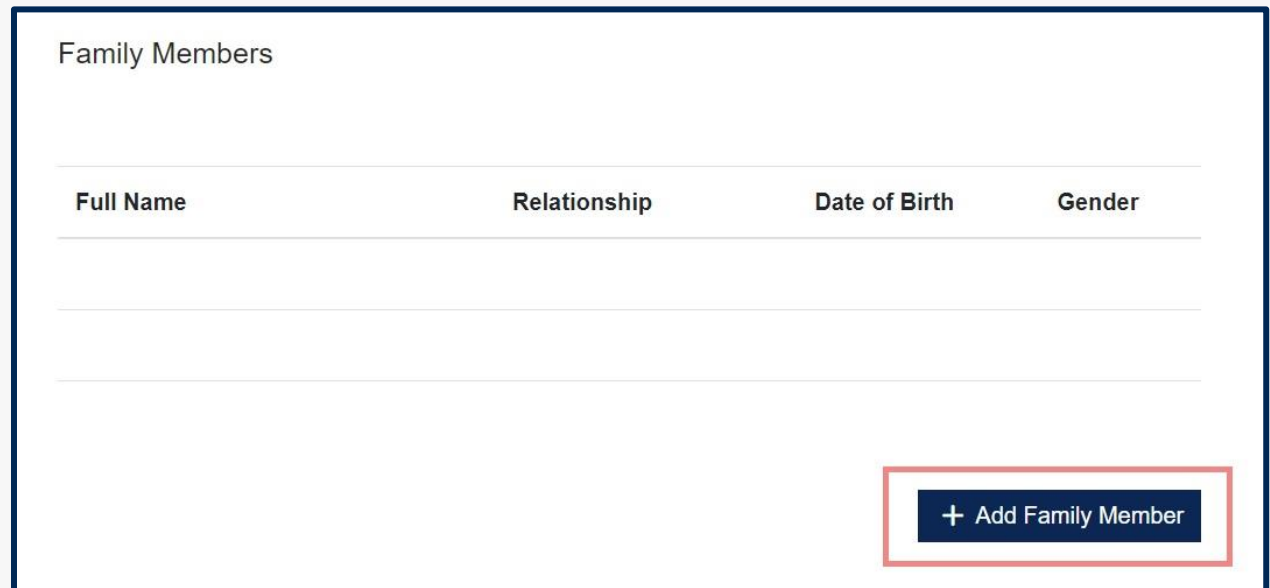


FAMILY MEMBERS | WVUGO ACCOUNT SET UP

To add family members (dependents or spouses), complete the following steps below. Please note these steps outline how to complete this via a desktop browser.

1. Log into WVUGo using your credentials.
2. Click on your profile (*username and picture located in upper right-hand corner*)
3. Scroll down on your profile page to where you can view your "Family Members".
4. Select "+ Add Family Member". (*see photo*)
5. To successfully create your family member's profile, you will need to input the following information:

- First Name
- Last Name
- Date of Birth
- Relationship (Dependent, Partner, Spouse)
- Gender



The screenshot shows a form titled "Family Members" with four input fields: "Full Name", "Relationship", "Date of Birth", and "Gender". A blue button with a white plus sign and the text "+ Add Family Member" is located in the bottom right corner of the form area.

6. Once all fields are inputted, select "Save". After a successful addition, you will begin to see your family member names, relationship, date of birth, and gender listed underneath this section.
7. Repeat the steps to continue to add family members.