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Instructions to obtaining Full Social Security Earnings Record online

The social security website is <u>https://www.ssa.gov/</u>. Once on the website follow the instructions below:

- 1. Click the sign in/up button
- 2. Click on my social security
- 3. Log in with username and password
- 4. It may ask you to verify your cell phone number and send you a security code
- 5. Submit Security Code received on cell phone, if asked to do so
- 6. It will ask you to Agree to Terms of Service

7. Your information page will then come up. Scroll down to Eligibility and Earnings and click on Review your full earnings record now (see screenshot below)

8. This is the information we need so please print this page

🞯 my Social Security	Sign Out
Home Messages A Preferences A Security Settings	
Welcome,	
You last signed in on	
Print / Save a copy of your Social Security Statement (PDF)	
Disclaimer I Download Statement Data as an XML file I How to use XML files	
Retirement Ready: Fact Sheet For Workers Ages 61-69	
Fact Sheet: Additional Work Can Increase Your Future Benefits	
Fact Sheet: You Have Earnings Not Covered By Social Security	
E Replace your Social Security Card	>
Print / Save a letter proving you do not receive benefits (PDF)	
^Q Eligibility and Earnings	
You have the 40 work credits you need to receive benefits!	
Review your full earnings record now	>

**If you are already in pay status and receiving your social security benefit we will need additional information