

For customers

How to update your email address on the Aegon Platform



How to update your email address

This guide explains how to update your email address on the Aegon Platform.

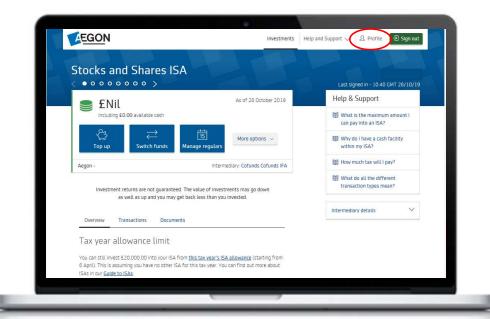
We'll update your details immediately once you verify your new email address.

You'll need a mobile phone to complete a security check where we send you a text message. If you don't have a mobile phone, please <u>contact us</u> to change your email address.



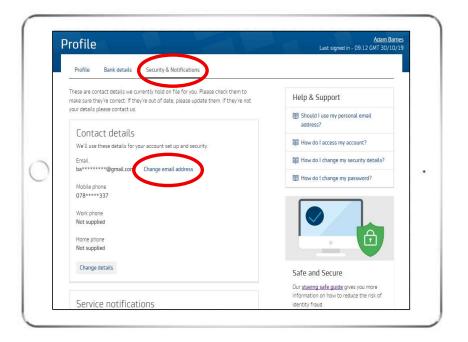
Signing in to your account

- 1. Sign in to your Aegon Dashboard account.
- 2. Select **Profile** at the top right hand side of the screen



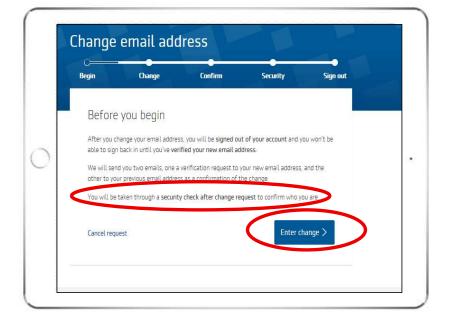
How to update your email address

- 1. Select the **Security & Notifications** tab.
- 2. Then select **Change email address**.



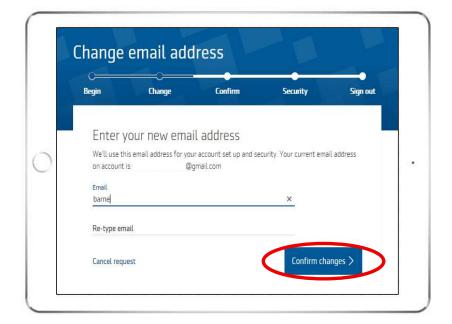
Confirming the process

- 1. Along the top of the screen you can see what stage of the process you're at.
- 2. The **Before you begin** section sets out in advance what the process will be.
- As part of the security checks for this change, you'll receive a text message so please have your mobile phone to hand.
- 4. Select **Enter change** to continue.



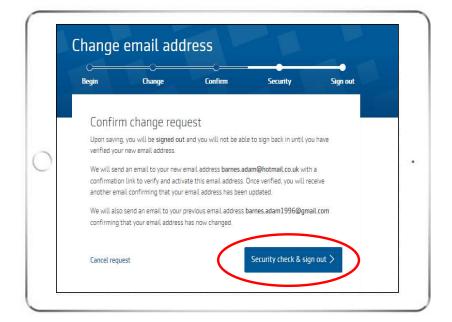
Updating your email address

- 1. Enter your new email address, then reenter it to verify it's correct.
- 2. Select Confirm changes.



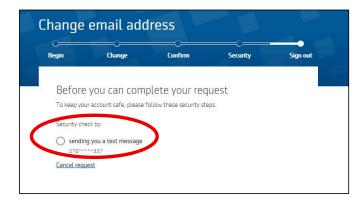
Verifying your email address

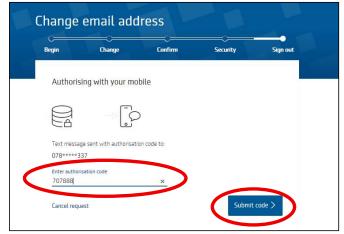
- 1. We'll send an email to your new email address asking you to verify it.
- 2. To continue, select **Security check & sign out**.



Security checks

- 1. Select sending you a text message.
- 2. We'll text you an authorisation code.
- 3. Under **Enter authorisation code**, enter the code we sent you.
- 4. Select **Submit code** to continue.
- We'll now sign you out of your account until you verify your new email address.

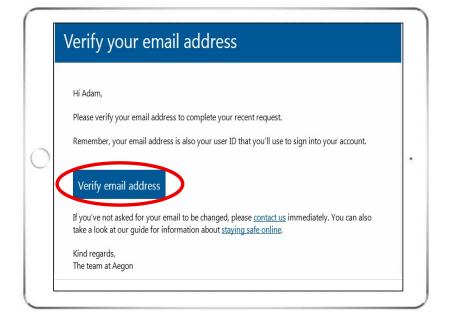






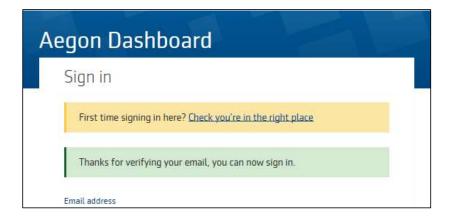
Verifying your email address

- Check your email inbox for an email from us to verify your new email address. Remember to check your junk email folder if you can't find one.
- 2. Select **Verify email address**.



Signing back in to your Aegon Dashboard account

- 1. You'll now see the sign in page.
- 2. You can now sign in using your new email address.











Aegon is a brand name of both Scottish Equitable plc (No. SC144517) registered in Scotland, registered office: Edinburgh Park, Edinburgh EH12 9SE, and Cofunds Limited, Registered in England and Wales No.03965289, registered office: Level 26, The Leadenhall Building, 122 Leadenhall Street, London, EC3V 4AB. Both are Aegon companies. Scottish Equitable plc is authorised by the Prudential Regulation Authority and regulated by the Financial Conduct Authority and the Prudential Regulation Authority. Cofunds Limited is authorised and regulated by the Financial Conduct Authority (FCA). Their FCA Financial Services Register numbers are 165548 and 194734 respectively. © 2022 Aegon UK plc DIR386864 12/22