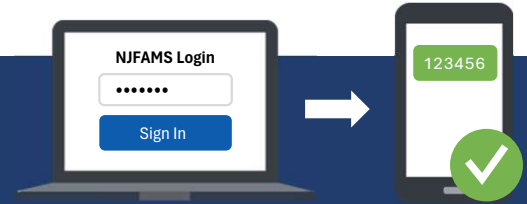




MFA adds an extra layer of security to your NJFAMS account. After entering your password, you will confirm your identity using a second method (app, text message, or email).



1 CHOOSE YOUR MFA METHOD

When you log in, select one of the following methods from the drop-down menu.



Authenticator App

Example: **Google**, **Microsoft**, or **Authy**



Text Message

Receive a code by **text (SMS)**.



Email

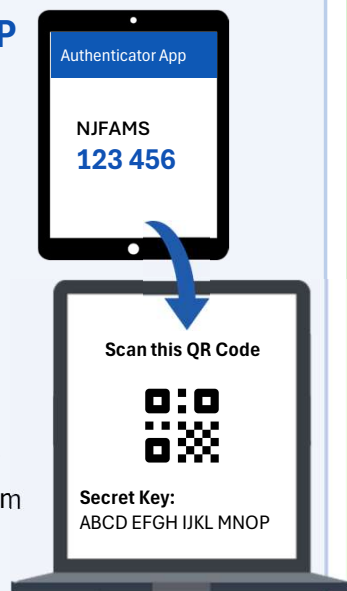
Receive a code by **email**.

2 SETUP INSTRUCTIONS

Follow the steps for your chosen MFA Method.

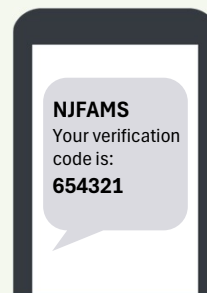
OPTION A: AUTHENTICATOR APP

- 1 **Download** a free **authenticator app** on your phone.
- 2 Open the app and choose **"Add Account."**
- 3 Scan the **QR code** shown on the **NJFAMS webpage**. If you cannot scan, enter the **Secret Key** manually.
- 4 Enter the **6-digit code** from your app in **NJFAMS**.
- 5 Select **"Submit Code."**



OPTION B: TEXT MESSAGE (SMS)

- 1 Enter your **mobile phone number**.
- 2 **NJFAMS** will text you a **verification code**.
- 3 Enter the code and select **"Submit."**



OPTION C: EMAIL VERIFICATION

- 1 Enter your **email address**.
- 2 **NJFAMS** will send you a **one-time verification code**.
- 3 Enter the code and select **"Submit."**



3 CHANGING YOUR MFA METHOD LATER

In your **NJFAMS Student Portal**, go to:

 **Multi-factor Authentication Settings**



You must **activate a NEW MFA method** before **removing the old one**.

4 LOCKED OUT OF MFA?



If you enter **verification codes incorrectly** too many times:

- **Wait 24 hours**, OR
- Contact **HESAA Customer Care 609-584-4480** for assistance.