



Hired October 20th thru November 17th



Step 1: Complete Live Event for 2025 Benefit Elections

MUST be completed within 31 days of hire date.

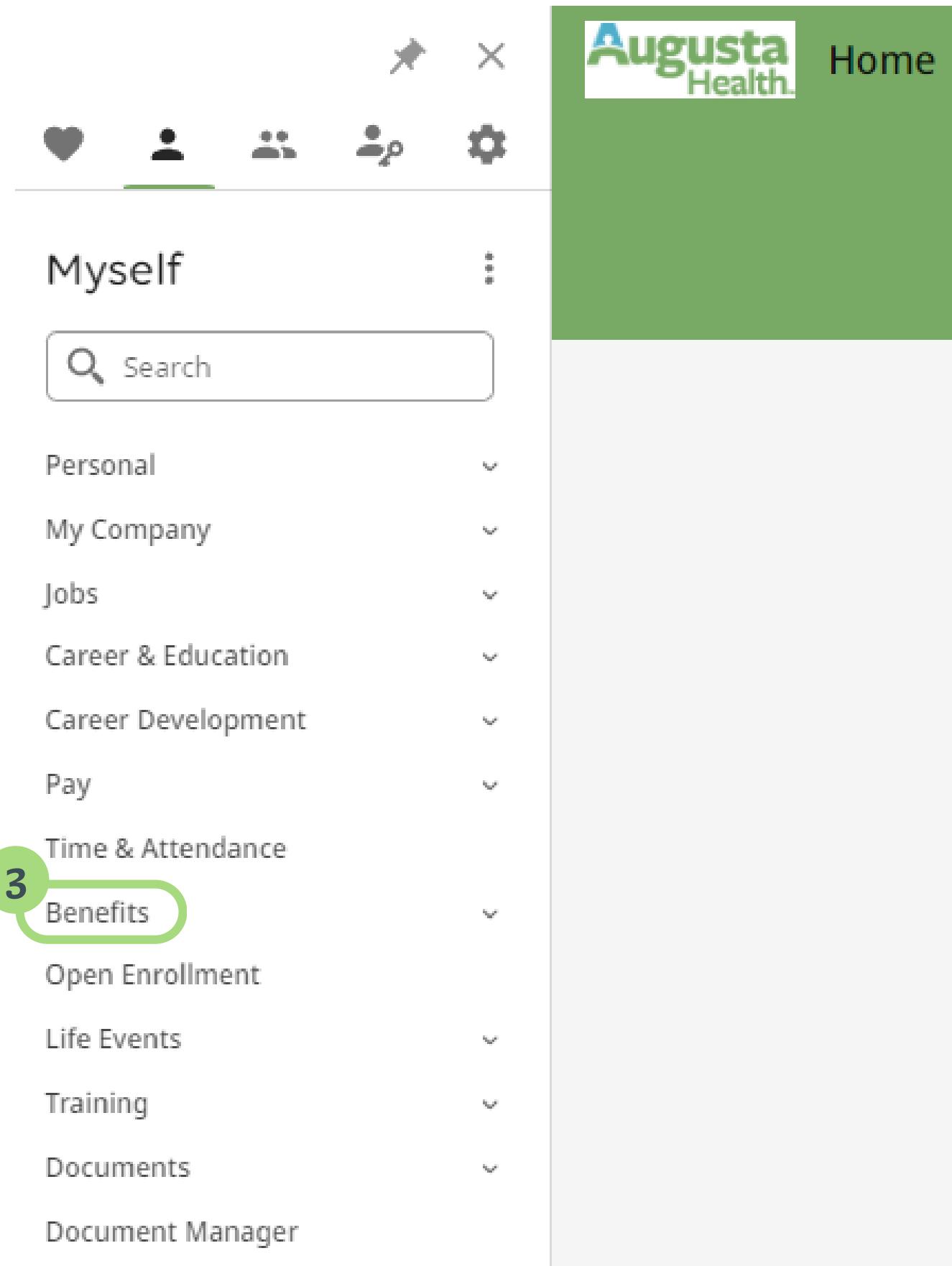
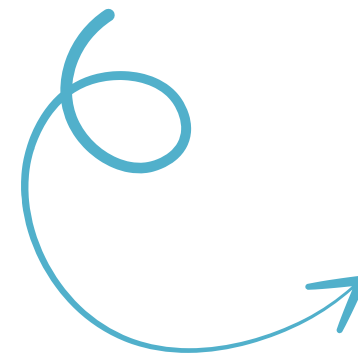


Step 2: Complete Open Enrollment for 2026 Benefit Elections

MUST be completed by December 3rd.

Follow these steps:

- 1 Click the Side Navigation Menu (3 bars in the upper left corner)
- 2 Select Myself (icon of a person).
- 3 From the Myself Menu select Life Events.



Follow these steps:

- 1 Click the Side Navigation Menu (3 bars in the upper left corner)
- 2 Select Myself (icon of a person).
- 3 From the Myself Menu select Open Enrollment.

