

Submitting Your 2022 Open Enrollment Elections

Your new elections are not complete until you hit the **Submit Enrollment** button on the **Make Your Elections** page:

Open Enrollment

Welcome to Open Enrollment 2022
● Visited

*** Make Your Elections**
● In Progress

View Benefits Statements
● Visited

View Dependent Information
○ Not Started

Verify Personal Information
● Visited

Summary Page
● Visited

Make Your Elections

Note: Your deductions for your Open Enrollment elections will begin in your first paycheck next year. Your FSA deductions may fluctuate during the month of January, but will stabilize after several paychecks. Your full FSA election amount will be taken over the year. The Benefits Office must receive all dependent documentation by **December 3, 2021** in order to enroll any eligible dependent in Medical, Dental, Vision and/or Life plans.

The Enrollment Overview displays which benefit options are open for edits. All of your benefit changes will be effective the date of the open enrollment event.

▼ Enrollment Summary

Your Pay Period Cost **\$120.03** Full Cost **\$120.03**
Employer Cost **\$269.06**

Status **Available to Change**

Enrollment Preview Statement

Submit Enrollment

Benefit Plans

Medical	Dental	Vision
Current Blue Cross Blue Shield HDHP	Current Delta Dental	Current EyeMed Vision

Once you click the **Submit Enrollment** button, you **MUST** click **Done** or **View** in order for your elections to be saved:

20.03 Full Cost \$120.03

Available to Change

Enrollment Preview Statement

Submit Enrollment

Benefits Alerts

Your benefit choices have been successfully submitted to the Benefits Department.

Select View to review your benefit statement, Done to return to the Benefits Enrollment Summary.

You must click View or Done in order for your elections to be saved.

Please Note - If adding a new dependent, you will be required to provide dependent certification documentation. If Benefits does not receive appropriate documentation by December 3, 2021, any uncertified dependents will be removed effective January 1, 2022.

Dental Vision