

How to Enroll



ENROLLMENT SITE

Your Benefits Enrollment

To use this website, you must have your employee ID or Social Security Number and your confidential Personal Identification Number (PIN). If you have questions or need help, please contact your Human Resources Department.

Employee ID or SSN:

PIN:

By entering your user ID and Personal Identification Number, you are agreeing to the [Terms of Use](#) and [Privacy Notice](#).

[FORGOT PASSWORD](#) [Log in](#)

Accessing The Beacon

The below steps will assist you in logging into The Beacon to sign up for your 2021 plan year benefits.

Step 1: Click on the link below to access The Beacon login page:

<https://app.thebenefitsbeacon.com/enroll>

You can also copy and paste the above link into your internet browser.

Step 2: Fill in your username and password

In the Employee ID or SSN field please enter your full 9 digit **Social Security Number**

In the PIN field, please enter the last 4 digits of your SSN and the last 2 numbers of your birth year. For example, if the last four of your SSN Number is “7896” and you were born on “September 1, 1977”, you would enter “789677” as your PIN. Please take note of this as you will also need your PIN to complete and sign your enrollment.

Step 3: Follow the prompts to complete your benefits enrollment.