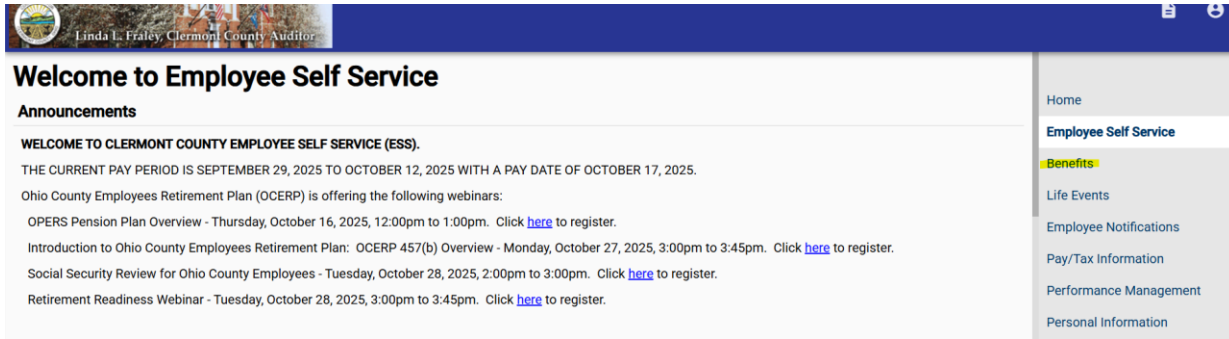


Log in to Employee Self Service (ESS)

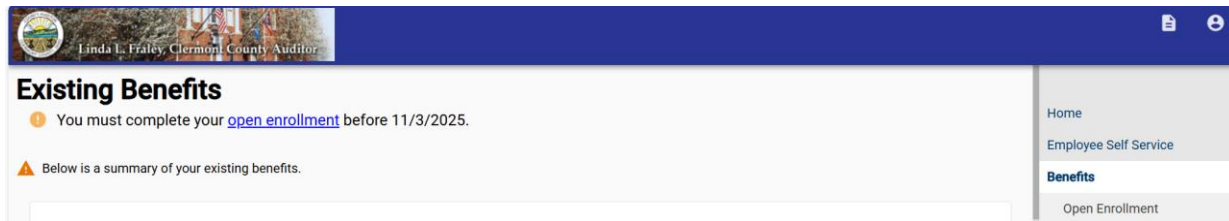
Select Benefits (right hand side)



Click on the Open Enrollment Link (directly below Benefits)



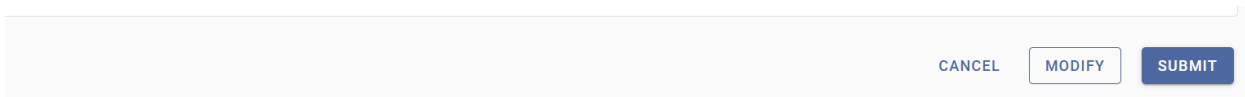
Click on the open enrollment link to elect or waive your elections.



Once you select your benefits you will see your Estimated total cost per pay period and click -Continue



Scroll down to review your enrollment and then click on Submit to complete your Benefit Elections



Once you submit you will receive the Confirmation Notice below and an email will be sent your email address.

