



Your Online Enrollment

San Juan School District Benefits Enrollment

With AFenroll®, you can learn about available benefits and enroll in coverage when it's convenient for you, whether at work or at home. You will be able to enroll in your benefits for the upcoming year from **October 24th - December 28th**. *To get started on your enrollment, follow the instructions below.*

How to Login

1. To access the online enrollment site, go to **www.afenroll.com/enroll**
2. At the login screen, you will enter the site using the following information:
 - **Type in your user ID:**
first.last name(lowercase)
 - **Type in your PIN:**
The last four digits of your SSN and last two of your birth year. (For example, for SSN 123-45-6789 and birth year 1974, you would type in 678974).

Helpful Tips

- **Log Out:** If you leave the site in the middle of the process, click the 'Log Out' button to save your selections.
- **Print Confirmation:** Be sure to print your confirmation. Once you confirm your enrollment, you may click on the confirmation link at the bottom of the 'Sign/Submit Complete' to print your confirmation statement.
- **Re-Enter/Make Changes:** You may re-enter the enrollment site (including to 'View Only' your original selections) to make changes at any time during your enrollment period. Please note: Before you exit the system, you must re-confirm with your PIN or your enrollment will not be valid.
- **Opting Out:** If you choose not to select benefits, you must enter each product module and make that choice.
- **PIN:** Your PIN is your electronic signature. You will use your PIN to confirm applications and your enrollment confirmation.

To view a step-by-step video on how to enroll using AFenroll®, our online enrollment system, please visit americanfidelity.com/howtoenroll.

Preparation Is Key

You have a busy schedule, and we know your time is important. That's why we offer several ways to educate you on the benefits your employer has chosen so you may decide how well they serve the needs of you and your family.

- Watch for group meetings. Your employer may offer group meetings to update you on changes.
- Reach out to your American Fidelity account manager for any questions you may have.

Important Items to Consider

- Review your beneficiaries.
- Review all available benefit options, including portable insurance plans that you may keep, even if you change jobs.

What You Need

- Driver's license
- Bank account information (if signing up for direct deposit)
- Spouse and children's dates of birth and Social Security Numbers
- Beneficiary information (and, if a trust, the full name and date of trust)

If you have questions or need help at any time during the online enrollment process, contact your American Fidelity Assurance Company account manager.

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