1. Login to Dayforce. Then go to the Benefits menu. Click on Start Enrollment.

2. Read the Annual Open Enrollment statement. Then click Next.

3. Complete your Profile Forms (Dependents, Beneficiaries, etc.)
Open Enrollment - How To Elect Benefits

4. Review, Compare, & Select Benefits

- Select with a checkmark.
- Choose the down arrows to review and select benefits.
- Your cost

5. Confirm your benefit selections & Submit Enrollment.

- Per paycheck amount and your annual total cost

6. Review Summary and Print.