

Provo City School District's Open Enrollment is right around the corner!

Now is the time to start thinking about any important changes you would like to make to your benefit plans for the upcoming year. During Open Enrollment, make sure to check the following items for accuracy and make changes as necessary (this can be done at any time by logging onto the benefits portal):

- Ensure that your address and phone number is correct
- Check the spelling and birthdates for yourself and your dependents to ensure accuracy
- Add any new dependents that may not be enrolled
- Review your beneficiaries for your life insurance coverage as well as your Health Savings Account (if applicable)

Open Enrollment will begin on Monday, July 29th and end on Monday, August 19th. It is **MANDATORY** that you log into the Employee Launchpad system and make your elections during this time frame. WE will also be holding a benefits fair on Monday, August 5th from 9 a.m. – 5 p.m.

More Information to come!! If you need help logging in or have questions, please call Benefits at (801) 374-4879.

