

Enrollment Checklist for New Employees

Core Benefits

Program: Medical, Dental, and Basic Vision

How to Enroll: Benefit Enrollment Worksheet

Resource Website: <https://cyou.calstate.edu/Employee-Resources/Benefits/health/Pages/default.aspx>

Enrollment Deadline: New employees may enroll within 60 days of employment/eligibility, or during open enrollment.

Program: FlexCash

How to Enroll: Benefit Enrollment Worksheet

Resource Website: <https://cyou.calstate.edu/Employee-Resources/Benefits/Flexible/Pages/flexcash.aspx>

Enrollment Deadline: New employees may enroll within 60 days of employment/eligibility, or during open enrollment.

Program: Dependent Care/Health Care Reimbursement Account

How to Enroll: Dependent Care/Health Care Reimbursement Account Plans Enrollment Authorization form

Resource Website: <https://cyou.calstate.edu/Employee-Resources/Benefits/Flexible/Pages/default.aspx>

Enrollment Deadline: New employees may enroll within 60 days of employment/eligibility, or during open enrollment.

Program: Premier Vision

How to Enroll: VSP Vision Care Premier Enrollment Form

Resource Website: <https://cyou.calstate.edu/Employee-Resources/Benefits/health/Pages/vision-plan.aspx>

Enrollment Deadline: New employees may enroll within 60 days of employment/eligibility, or during open enrollment.

Program: Employer Paid Life Insurance Beneficiary Designation

How to Enroll: Standard Insurance Company Beneficiary Designation/Change form

Resource Website: <https://www.standard.com/eforms/11210csu.pdf>

Enrollment Deadline: N/A

Voluntary/Supplemental Benefits

Program: CSU 403(b) Supplemental Retirement Plan

How to Enroll/Resource Website: Online: netbenefits.com/calstate or Telephone: 1.800.343.0860

Enrollment Deadline: Eligible employees may enroll in this plan at any time throughout the year.

Program: Savings Plus Program 401(k)/457

How to Enroll/Resource Website: Online: <https://www.savingsplusnow.com/> or Telephone: 1.855.616.4776

Enrollment Deadline: Eligible employees may enroll in this plan at any time throughout the year.

Program: California Casualty Auto and Home Insurance

How to Enroll/Resource Website: Online: <http://www.calcas.com/csu> or Telephone: 1.866.680.5143

Enrollment Deadline: Eligible employees may enroll in this plan at any time throughout the year.

Program: ARAG Legal Insurance

How to Enroll/Resource Website: Online: <https://www.araglegal.com/plans> or Telephone: 1.800.247.4184

Enrollment Deadline: Employees may enroll in the plan within 60 days of employment/ eligibility, or during open enrollment.

Program: Voluntary Life Insurance, Voluntary Long Term Disability, Voluntary Critical Illness, Voluntary Accident

How to Enroll/Resource Website: The Standard Enrollment Kit or Online: www.standard.com/mybenefits/csu or Telephone: 1.800.378.5745

Enrollment Deadline: New employees are eligible to enroll in this plan with Guaranteed Issue (no health questions asked), within 60 days of employment. Coverage elected outside this time period will be subject to evidence of insurability.

Program: Accidental Death & Dismemberment

How to Enroll/Resource Website: The Standard Enrollment Kit or Online: www.standard.com/mybenefits/csu or Telephone: 1.800.378.5745

Enrollment Deadline: As a CSU employee, you can enroll in this plan at any time—no health questions asked.