



Your Online Enrollment

Fullerton JT Union High Benefits Enrollment

How to Login

1. To access the online enrollment site, go to **www.afenroll.com/enroll**
Compatible with Safari, Edge, and Chrome.
2. At the login screen, you will enter the site using the following information:
 - **Type in your user ID:**
Your Social Security Number (SSN)
 - **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).
3. Click the 'Log On' button.

Managing Your Life Events

1. Select Life Events from the You & Your Family drop down box
2. Select the Life Event that applies and click on the 'Next' button
3. Enter in the Life Event information and click the 'Next' button
4. Type in your PIN to confirm the Life Event
5. Make your benefit changes
6. Type in your PIN to confirm you benefit changes

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.
- **Required:** Social Security Numbers and Dates of Birth are required for all employees and their dependents.
- **Adding Dependent:** If you are adding a dependent as a beneficiary, their Social Security Number is required.
- **Physician Codes:** Have your Primary Care Physician (PCP) codes available.
- **Signature:** You will use your PIN to confirm applications and your enrollment confirmation.

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 benefit options for you and your family.

- Watch for group meetings which may be available 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/dependents.
- Review all available benefit options, including portable insurance plans that you may keep, even if you change jobs.

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

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 benefits department.

Adam Jackson **Account Executive**

American Fidelity Assurance Company- Southern California Branch Office
36310 Inland Valley Drive, Suite 100
Wildomare, CA 92595
800-365-9180
Adam.Jackson@Americanfidelity.com