



## ENROLL ON YOUR SCHEDULE

With AFenroll, you can learn about your available benefits and enroll anytime, anywhere. It also provides benefits overview videos and FAQs to help you select the coverage that meets your individual needs.

Your enrollment dates: **October 15, 2024 - November 8, 2024**

- 1 Visit [afenroll.com/enroll](https://afenroll.com/enroll)**  
Compatible browsers: Safari, Edge, and Chrome.
- 2 Enter your User ID:**  
This is your Social Security Number (SSN) with no dashes or your Employee ID.
- 3 Enter your Temporary PIN:**  
Last four digits of your SSN and 8-digit date of birth: XXXXMMDDYYYY. For example: 123401012000
- 4 Two-Factor Authentication:**  
American Fidelity has implemented two-factor authentication to add an extra layer of security to your enrollment experience. You will be prompted to select either an email address or a mobile phone number to receive a verification code. Once that code is received, you will input it into the prompt in AFenroll to verify your account.
- 5 Changing Your Pin:**  
After you enter your Temporary PIN you will be prompted to change your PIN to one of your choosing. You will enter your new PIN, where prompted, then re-enter your new PIN to verify. **PIN requirements:** (eight character minimum to include: one upper case letter, one lower case letter, and one special character). Before you can complete your PIN change, you must select a security question, answer it and provide your email address. **NOTE: It is important to remember your new PIN as this will be how you will log into the site moving forward. Select Next to begin enrolling.**

## Tips



### Things to Know:

[Social Security numbers][SSNs] and dates of birth are required for all employees and their dependents.



### Choose Benefits:

Review your benefits options to help ensure you have the proper coverage and opt out of those you do not need.



### Make Changes:

Log in to AFenroll to make changes at any time during your enrollment period. **Before you log out, you must re-confirm with your signature or your enrollment will not be valid.**



### Print/Save Benefit Confirmation:

Sign your Benefit Confirmation/Deduction Authorization Form using your signature.

# Preparation is Key

We know your time is valuable, so make sure to review this important information before your enrollment.

## Benefits Education

- Watch for group meeting announcements
- Reach out to your American Fidelity account manager

## What You Need

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

## Important Items to Review

- Beneficiaries/Dependents
- Available benefits options, including plans you may keep even if you change jobs or retire

### **American Fidelity Assurance Company**

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