



City of San José

New Life Insurance Enrollment Portal



Introducing Ready Enroll!

This is to notify you that the life insurance enrollment portal for the City of San José changed to <https://standard.benselect.com/sanjoseca> on midnight, July 1, 2017 PST. All previously elected life coverage amounts and beneficiary designations were transitioned to the new enrollment site.

WHAT YOU NEED TO DO:

- **Register on the new life insurance enrollment site as a first time user.**
 - **User Name: Your Employee ID Number**
 - **Initial PIN: Last 4 digits of your Social Security Number plus the last 2 numbers of your birth year (e.g., 034277)**
- **Your old login information will no longer be valid.**
- **Review your elected coverage amounts and beneficiary designations.**

Please view the [Guide for Online Life Insurance Enrollment](#) for instructions on how to access the system. You will be prompted to reset your PIN after initial login. Please be sure to note your new PIN number that you selected, as you will need this information to make any future changes. Your User Name will always be your Employee ID Number.

If you would like to update your beneficiary designations, please view the [beneficiary guide](#) for instructions.

If you have any questions regarding this notice, please contact HR - Benefits at (408) 535-1285 or email HRBenefits@sanjoseca.gov.