

Enroll in Benefits

New hires have 30 days from their date of hire to enroll for benefits. Allow 2 days for your enrollment to open in the myBenefits enrollment system and refer to the step-by-step instructions below for enrolling.

1. Have legal names, Social Security numbers, birth dates and address information handy for your dependents and beneficiaries.
2. Visit [ERIEweb > Info Center > myBenefits to begin your enrollment](#). (You'll need to use a desktop device logged in to ERIE's VPN to complete your enrollment.)
3. Enter your ERIE network user ID and password and click Sign In.
4. On the Benefits page, click on the Open Enrollment tile and follow the prompts. Use navigation buttons or hyperlinks to move through the pages rather than your browser's back button.
5. A Benefits Summary page will show your current benefits.
6. Click on the second tab, Open Enrollment. Current coverage reflects your 2025 election. "New" will reflect your 2026 benefits elections. Click on a tile to enroll in a coverage. Additional instructions can be found at the top of each coverage page. Once you've made your election, click Done. Repeat for each benefit tile.

Note: You cannot be enrolled in a Health Care FSA and the HSA at the same time. Passive enrollment **does not** apply to FSA, DCFSA or HSA elections. Enrollment for those tax-advantaged accounts is still needed each year.

- **Tobacco Usage:** Before you can enroll in medical coverage, you **must** attest to tobacco use for yourself and for your dependents enrolled in the health care plan.
 - **Medical, Dental and Vision:** Select the health plan option you want, or waive to decline coverage. Follow the instructions for enrolling dependents.
 - **Critical Illness and Identity Protection:** Select level of coverage, waive coverage or add dependents.
 - **Wagmo Pet Wellness:** Select level of coverage and number of pets, or waive to decline coverage.
 - **Life Insurance:** Select coverage, waive coverage or add beneficiaries to Supplemental, Accidental Death & Dismemberment and Dependent Life coverage.
 - **Flexible Spending Account (FSA):** Enroll and elect your annual contribution to the Health Care Pre-Tax Plan and/or Dependent Care Pre-Tax Plan.
 - **Health Savings Account (HSA):** Enroll and elect your annual contribution. Available only if you enrolled in the Consumer-Directed Health Plan (CDHP).
7. Once you've enrolled in or waived all benefit options, review your elections on your Open Enrollment tab. **(Double-check dependent enrollments carefully.)** If the summary accurately reflects your elections, click Submit Enrollment.
 8. You will see a pop up message that your benefit choices have been successfully submitted.
 9. Once you have completed your review, you can select Exit and return to the myBenefits Self Service page. Click Sign Out to end your session.

If you have any questions or need assistance with your online enrollment, contact Benefits using ERIE's HR Helpline, (814) 870-3747, or email benefits.operations@erieinsurance.com.