

HOW TO:

Get Started with SelfEnroll

First-time User Registration



Step 1. Go to www.ppienroll.com.

Step 2. Click "Register" under the "First Time User" message on the right side of the login screen.

Step 3. Type in the company key, your social security number, and your date of birth. Click continue.

The company key is "PPI" in ALL CAPS.

Create Account

User Name
case sensitive

Password
case sensitive

Confirm Password

Security Questions

Security Question 1 *
Please Select

Security Answer 1 *

Security Question 2 *
Please Select

Security Answer 2 *

Security Question 3 *
Please Select

Security Answer 3 *

Below you must create a User Name and Password. The User Name must not contain any spaces and be at least 8 characters long. If the User Name you have chosen is already in use, you will be instructed to choose a different one.

The Password must also be at least 8 characters and contain no spaces. A combination of numbers and letters is required for your Password. In addition, please select a security phrase and complete the answer to this question in the space provided. This will be used if you forget your password and need assistance in recovering it.

Note: Your User Name, Password, and Answer to the Security Phrase are case sensitive. You must enter your information in the correct case when accessing the site in the future.

In order to help protect your data, we are adding security questions to your account. Please select your questions and provide answers. These will be used as extra validation, as well as if you should need to reset or change your password in the future. If you have any issues, please contact your HR administrator.

Step 7. Read through the electronic signature agreement, and select "Yes" to accept. Then click "Continue".

Step 8. Log into the website with the user name and password you just created.

IF YOU ARE ELIGIBLE FOR BENEFITS: Review the information on the home page. At any time during your enrollment, you can click on the link to the "Reference Center" to view plan documents that will help make your benefit selection easier. You can also return to the Reference Center at any time during your open enrollment period to verify payroll deductions or to access plan documents.

IF YOU ARE NOT ELIGIBLE FOR BENEFITS: Click on the link to the Reference Center to access any required HR paperwork.

Welcome

User Name
case sensitive

Password
case sensitive

Register to create your user name and password.

Register

Login >

Info Create Confirm Login

Info

Company Key
case sensitive

Social Security Number
123-45-6789

Date of Birth
MM/DD/YYYY

All fields are required.

If you don't already have your Company Key, contact your benefits administrator.

Cancel Continue >

Step 4. Create your user name and password. Then, confirm your password (it must be at least 8 characters). **Please make a note of your login information for future reference.**

Step 5. Select three security phrases, and provide the answers in case you need to reset your password in the future. Then click "Continue".

Step 6. Click Continue on the Confirmation page.

Let's Get Started

Getting Started Details

Please read the following information. After you have read the information either accept or decline the agreement by clicking on the appropriate button below. If you agree, you will be directed to the next step. If you decline, you will be returned to the sign page and will have to contact your benefits administrator to enter the system.

By clicking "I Agree" below, I hereby consent to the use of Electronic Signatures as my formal acceptance of all electronic records covered by the Electronic Signatures in Global and National Commerce Act of 2000 (ESIGN) which includes documents, forms, account applications, electronic table confirmations, statements, agreements, and prospectuses. I also consent to receive certain employee benefits plan information through electronic media. I understand it may be necessary for me to inform the company if my email address changes or if I prefer to receive the communication at a different email address. I also understand that I may withdraw this consent at any time by completing a similar form stating I no longer consent to electronic communication. In addition, I understand that I may request a paper version of the electronically furnished documents free of charge if I am unsuccessful at printing the document.

Do you agree?
 Yes No

Log Out Continue >

PPI AutoEnroll

Home Message Center Help Reference Center Karen Greco

Type Here to Search

Click the Start Button to enroll or make changes.

Start Here
SelfEnroll - New Hire Enrollment
11 days remaining to enroll

Contact Information

Medical Dental Vision Life/DI PPI

Member Services: (800)444-2222
Claims: See address on your ID card
Website: www.carrier.com

Sample Client Employee Benefits Portal

Hello Karen
This personalized employee portal is designed to help you explore answers to important benefit questions, enroll and change your benefit elections quickly and conveniently. Here you will find the most up to date benefit information for the plans offered by Sample Client.



Single Solution.
Endless Efficiencies.

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