

Newly Hired / Newly Eligible Employee Enrollment

Revised 3/5/2014

All newly hired/newly eligible employees have 60 days from their hire or eligibility date to enroll in a FEDVIP dental and a FEDVIP vision plan.

Note: This does not mean that once enrolled you will have an opportunity to change that plan before your 60 day window has elapsed—once you have enrolled you cannot change or cancel that plan until the next Open Season.

Non-Open Season	Open Season
<p>After entering your personal information, you will need to:</p> <ol style="list-style-type: none"> 1. Select whether you are a Federal Civilian employee or a U.S. Postal Service (USPS) employee 2. Answer “Yes” to the question “Are you a Newly Hired/Newly Eligible Federal or U.S. Postal Service employee within 60 days after your hire/eligibility date?” 3. Enter your new hire/newly eligible date 4. Proceed with the enrollment through submission 	<p>After entering your personal information, you will need to:</p> <ol style="list-style-type: none"> 1. Select whether you are a Federal Civilian employee or a U.S. Postal Service (USPS) employee 2. Answer “Yes” to the question “Are you a Newly Hired/Newly Eligible Federal or U.S. Postal Service employee within 60 days after your hire/eligibility date?” 3. Enter your new hire/newly eligible date 4. Choose whether you want a New Hire enrollment or an Open Season enrollment 5. Proceed with the enrollment through submission
<p>Effective Date</p> <p>The first day of your next pay period</p>	<p>Effective Date</p> <p>New Hire Enrollment The first day of your next pay period</p> <p>Open Season Enrollment January 1st of the next plan year</p>

For more information on newly hired/newly eligible enrollments, you can visit the Education & Support section of www.BENEFEDS.com.