

# BENEFITS

## Open Enrollment begins today and continues through November 18<sup>th</sup>

Open Enrollment is your opportunity each year to make changes to your benefit selections without experiencing a Qualified Life Event (QLE), such as the birth of a child or marriage.

- This year if you do not make changes to your benefit selections during Open Enrollment, they will carry over to the 2023 calendar year.
- **The one exception is Flexible Spending Accounts**, to participate in a Flexible Spending Account for 2023 you must make an election during Open Enrollment.
- The changes you make during Open Enrollment will be effective January 1, 2023.

### 1 Mark Your Calendar

You don't want to miss the enrollment deadline. You only have until November 18<sup>th</sup> to make changes to your benefits.

- [Dates & times for the Benefit Expo and Open Enrollment Sessions](#)

### 2 Learn About Your Benefits

[Watch the Open Enrollment Guide Video](#) to learn about the 2023 benefit changes.

- [2023 Benefits Changes](#)



### 3 Make changes to your benefits online

When you're ready, you will make changes to your benefits through LOUIE Self Service

- First, sign into LOUIE using your NAU credentials
- Click on the **'Benefits'** tile
- Select **'Benefits Enrollment'** and then click **'Select'** for the event displayed.
- Click **'Edit'** next to benefit you want to change, and update your election
- When have made desired changes to your benefits click **'Save and Continue'**
- Finally click **'Submit'** to finalize your enrollment.

## Questions

For information about Open Enrollment go to the [Open Enrollment web page](#). Of course, if you have questions you can always contact Human Resources at [nauhrbenefits@nau.edu](mailto:nauhrbenefits@nau.edu) or call 928.523.2223.