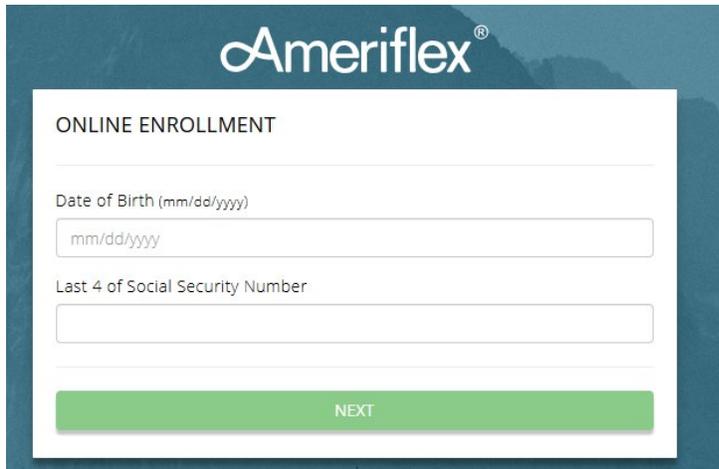


Online Enrollment for Flexible Spending Accounts in Ameriflex

1. Navigate to : [Ameriflex Participant Portal](#)



The screenshot shows the Ameriflex logo at the top. Below it is a white box titled "ONLINE ENROLLMENT". Inside the box, there are two input fields: "Date of Birth (mm/dd/yyyy)" with a placeholder "mm/dd/yyyy" and "Last 4 of Social Security Number". At the bottom of the box is a green button labeled "NEXT".

2. Enter the following information:
 - SSN: Last four digits of your SSN
 - DOB: MM/DD/YYYY
3. After logging in, you will have the option either waive or enroll in coverage. Select *the I want to enroll in coverage box*, then click **Continue**.



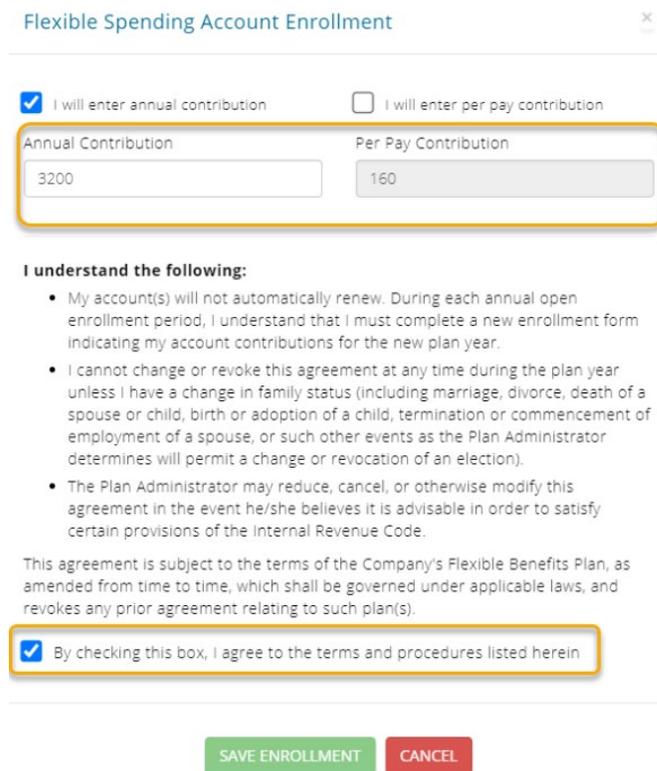
The screenshot shows the Ameriflex logo at the top. Below it is a white box titled "ELECT TO WAIVE COVERAGE". Inside the box, there are two radio button options: "I want to waive all coverage for the period from Jan 2024 to Dec 2024" (unchecked) and "I want to enroll in coverage for the period from Jan 2024 to Dec 2024" (checked). The second option is highlighted with a yellow border. At the bottom of the box is a green button labeled "CONTINUE".

4. You will then be directed to verify your personal information or update as needed. Once you are finished verifying, click **Continue**.
5. Next, edit or add dependents as needed. Click **Continue**.

- The My Enrollment Accounts screen will appear, and you will have to select the plan type you'd like to enroll in from the drop-down menu.



- Once you select the plan type that you would like to enroll in; fill out your **Annual Election Amount**. Next, read the agreement and check the box indicating that you have read and agree to the terms and procedures and click **Save Enrollment**.



- Click Complete Enrollment to finalize your elections.