**Benefits Enrollment**

**New Employee**

***Employee must be active in Panther soft***

**Benefits Options and Deadlines**

**People First (State Health Benefits):**
- 60-calendar days from hire date

**Health Benefits Video Overview**

**Retirement Plans:**
- SUSORP - 90 calendar days from hire date.
- FRS Plans - 8 months from hire date to elect Investment or Pension Plan.
- If no action is taken, employee will default to FRS Investment plan (or Pension plan for High Risk position)

**Retirement Video Overview**

**Enrollment Process**

**HEALTH BENEFITS**
- Enroll online on the People First enrollment portal: https://peoplefirst.myflorida.com
  - You will receive your People First ID by mail. Or select "Forgot Login ID" to retrieve it online with your SSN and DOB.
  - Default password is “Pfmmddyy” (Pf & your date of birth). Or select "Forgot Password" to establish a new password and security questions.
  - Check video: How to Enroll in Insurance Benefits
- Enroll over the phone with the People First Service Center.
  - Call 1-866-663-4735. Monday - Friday, 8:00 a.m. - 6:00 p.m. ET

**RETIREE PLAN**
Before making a retirement plan selection, make sure to review the information available on our website’s retirement section, in addition to the New Hire Plan Comparison Brochure and the New Employee Retirement Video Presentation.

- **FRS Plans** – submit enrollment form online (ELE-1)
- **SUSORP** – two-step process:
  1. Execute contract with SUSORP provider
  2. Fill out ORP-Enroll form (forward to benefits@fiu.edu).
  - Faculty employees of College of Medicine are mandatory members of the Optional Retirement Program and must use the ORP mandatory form.

**FIU Voluntary Plans & Employee Perks**

**FIU is a great place to work!** You may also enroll in additional FIU Benefit plans as well as Perks & Services offered to the FIU Community.

Stay tuned by visiting our website and announcements shared via our HR Newsletter and UnivMail.