

# Enroll Online Step-by-Step

Selecting **Allstate Benefits** is fast, easy and convenient with the online enrollment system. You will be able to make decisions and changes online and get immediate confirmation of your selections.

## Step 1

Connect to the Website through your web browser at <https://awd.benselect.com/Enroll/>

## Step 2

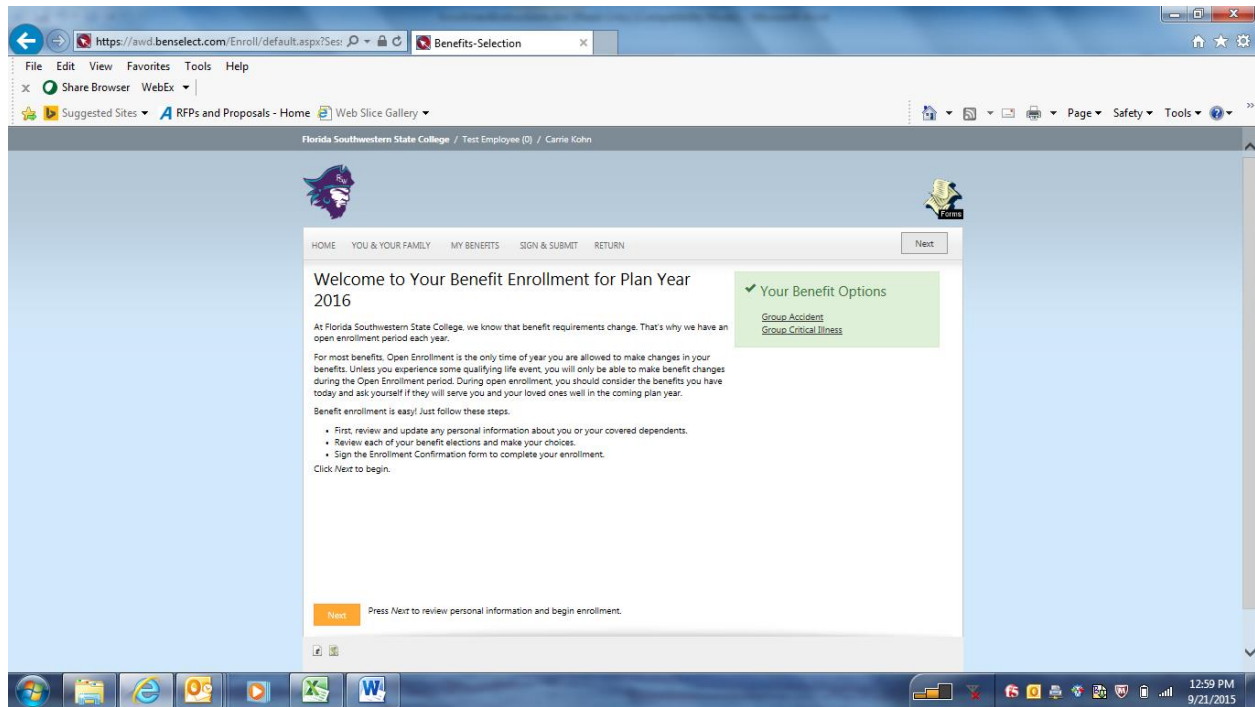
At the “Employee Login” screen, enter your Social Security Number and your personal identification number (PIN). Your PIN is a combination of the last 4 digits of your Social Security Number and the 2-digit year of your birth. For example, if the last 4 digits of your SSN are 3214 and you were born on September 21, 1968, your Pin would be **321468**. You will be asked to change your PIN the first time you log on to the system. Be sure to make note of the new secure PIN for future use.

If you are having trouble logging on the system, contact your HR Business Partner for assistance.

## Step 3

When the Welcome Page appears on your screen, that means you are in! Follow the onscreen instructions to enroll in your benefits, find answers to your questions, download forms and more.





### 1. Step 1: Review Personal Info

Start your benefits enrollment by clicking on **Next** to review your personal and dependent information.

### 2. Step 2: Enroll

Click Next to continue through the plan information or on the benefit plan names under My Benefits to enroll or waive coverage. A check mark means “enrolled”. An “X” means “waived” or “not available to enroll”. A blank square means “not yet enrolled”.

### 3. Next Button

Click on the **Next** button at the top or bottom of the screen to begin your enrollment. You should continue through each presentation and/or enrollment screen until you reach the benefit confirmation form.

### 4. Step 3: Sign & Submit

You must complete Step 3 in order to process your enrollment choices. In this step, you will sign a benefit confirmation form electronically using your PIN.