

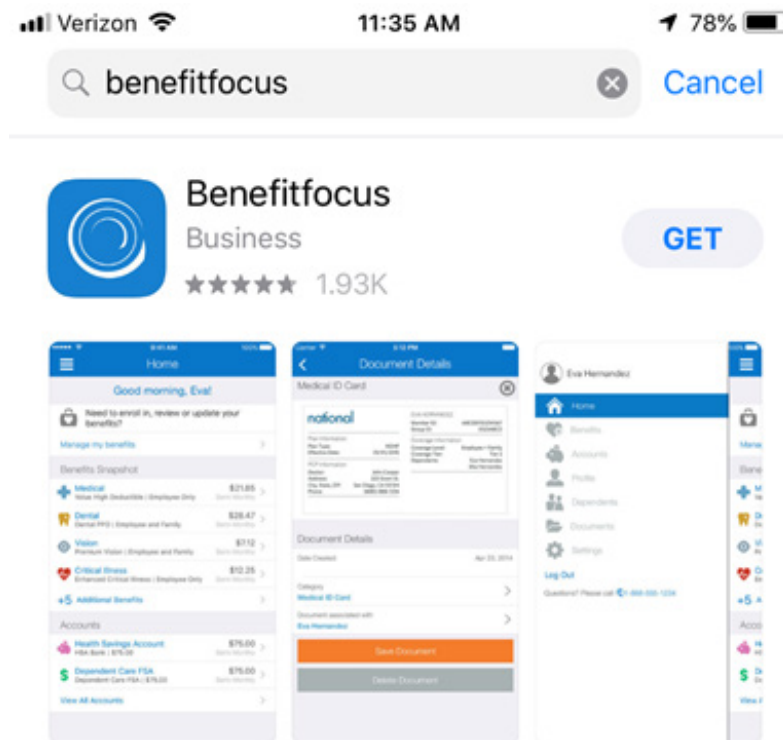
# Benefitfocus Mobile App Instructions

You manage some of the most important things in life on your phone. Your benefits are no different!

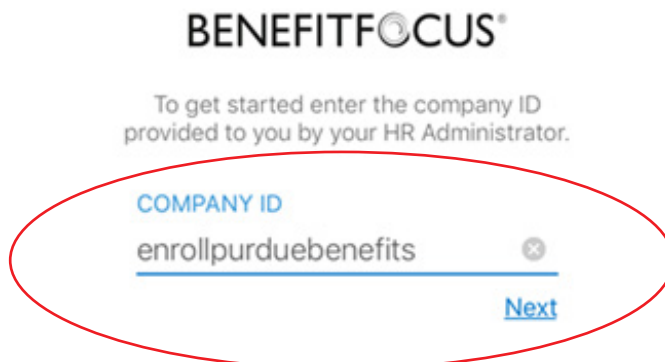
- Enroll in your benefits and make updates during open enrollment
- Make qualified life event changes to your benefits any time
- Update dependent or beneficiary information
- Access an extensive library of educational videos
- Log in with secure, fingerprint authentication

You can enroll for 2019 benefits using the Benefitfocus mobile app.

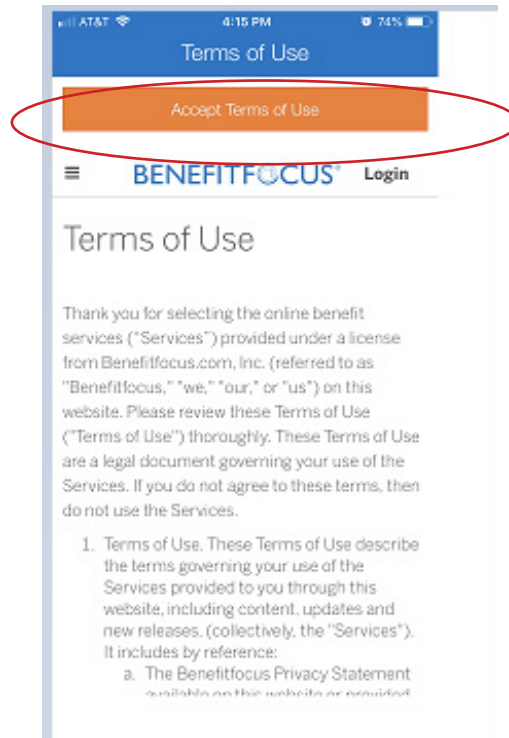
- Install the BenefitFocus app from Google Play for Android devices or the App Store for Apple devices.



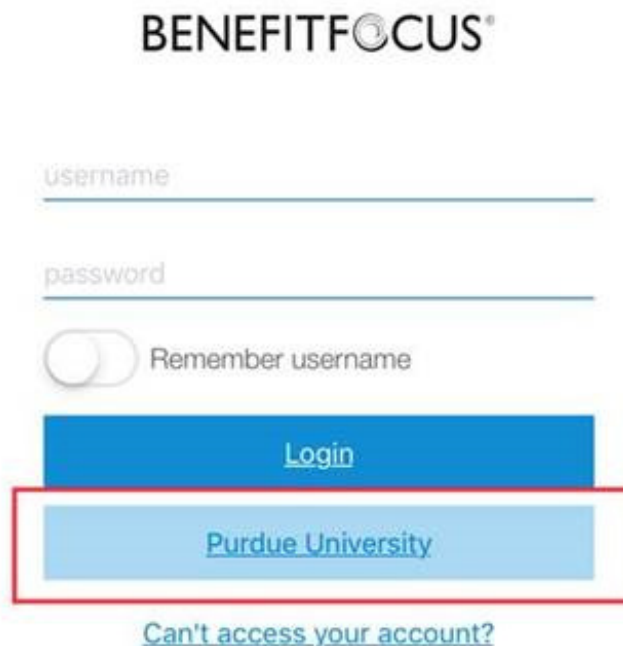
- Enter “enrollpurduebenefits” as the company ID.



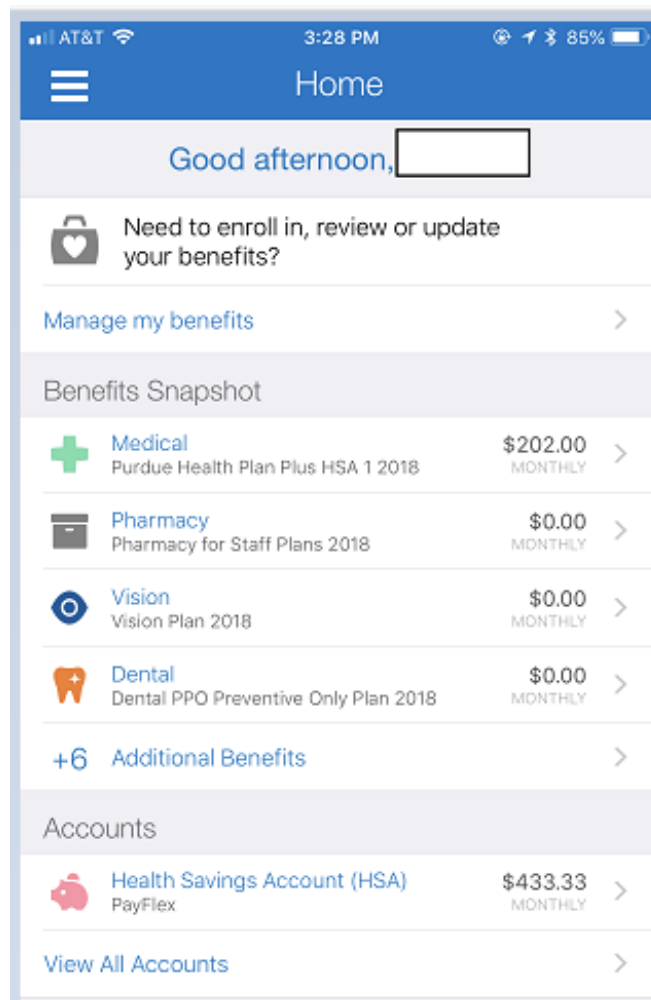
- Accept the Terms of Use.



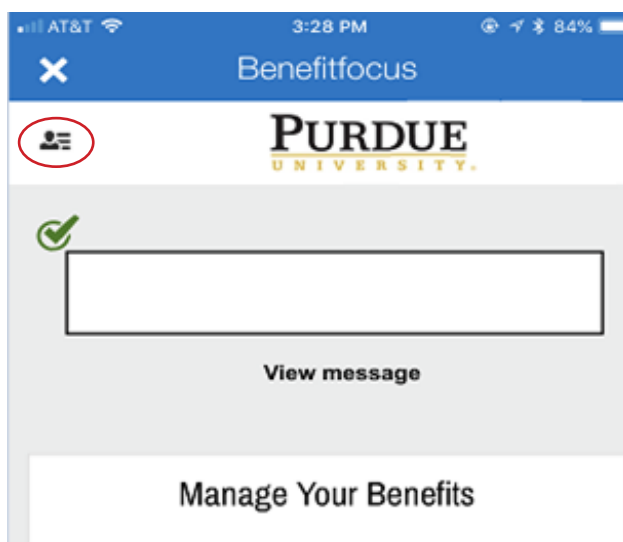
- On the next screen, select "Purdue University," and you will be directed to log in with your career account and BoilerKey.



- Once you're logged in, your homepage will be displayed. To enroll, click on **Manage my benefits**.



- On the **Manage my benefits** screen, you can click **Edit your benefits** at the bottom to begin enrolling. You can also click on the person icon in the upper left-hand corner to review your dependents, update your HSA contribution or upload documents.



4. When you enroll an eligible dependent, you must be able to provide a date of birth and Social Security Number. The Affordable Care Act (aka Health Care Reform) requires employers to send dependent social security numbers (SSN) to the IRS, along with their medical election. If your dependent does not have a SSN to enter, you may disregard this message.

5. For general assistance, please contact Purdue Benefits via 765-494-2222 or [hr@purdue.edu](mailto:hr@purdue.edu). If you have questions or concerns and need to share more personal details, please log in at [www.purdue.edu/hrhelp](http://www.purdue.edu/hrhelp) using your Purdue career account to send a more secure message. (HR Help is a secure Web system that safeguards messages sent between the employee and Human Resources. It protects privacy at a higher level than ordinary email.)

[Edit your benefits >](#)

Questions? Contact [hr@purdue.edu](mailto:hr@purdue.edu) or 765-494-2222.