

Verify Working Spouse Premium Waiver Successfully Uploaded in Benefitfocus

Last Updated: 10/16/2023

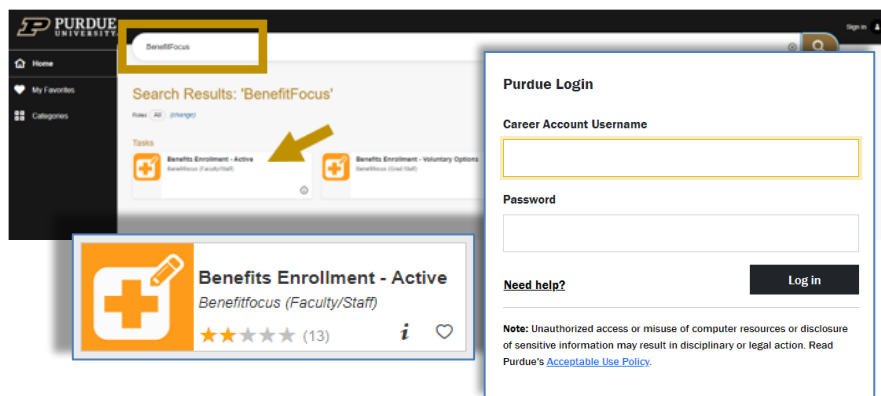
The instructions walk through the steps needed to verify your Working Spouse Premium Waiver was uploaded in Benefitfocus successfully. Working Spouse Premium references include:

- [Working Spouse Premium Waiver Form](#)
- [How to Upload Working Spouse Premium Waiver Form](#)
- [Working Spouse Guide](#)

Access Benefitfocus via OneCampus

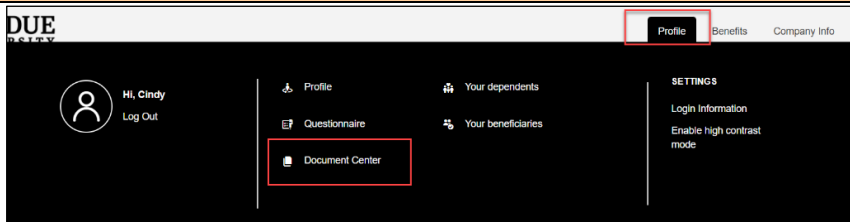
1. Visit **OneCampus**
2. Type **BenefitFocus** in the search bar
3. Click **Benefits Enrollment – Active Benefitfocus (Faculty/Staff)**
4. Log in using **Purdue Career Account Username** and **Password**

<https://one.purdue.edu/>



Upload Documentation

1. Click **Profile** from top Menu bar
2. Select **Document Center**



Under **All your documents** look for **Working Spouse 2024** in the **Document Name** column and verify the uploaded date.

Document Center

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