

Benefits Open Enrollment

Open Enrollment is your once-a-year opportunity to make changes to your benefits, without a qualifying event.

During Open Enrollment you can:

- ✓ Add, cancel, or change your coverage
- ✓ Add or remove eligible family members
- ✓ Enroll or re-enroll in the Health Care and/or Dependent Care Flexible Spending Accounts

WHAT YOU NEED TO DO:

Step 1: Review

Review your current coverage and deductions in your MyState account. Visit hrm.msstate.edu/benefits/ to compare your plan with others.

Step 2: Decide

Decide what, if any, changes you would like to make. Changes will be effective January 1, 2022. If no changes are made, all current deductions will continue through 2022. Your next opportunity to make changes will be October 2022, unless you experience a qualifying life event.

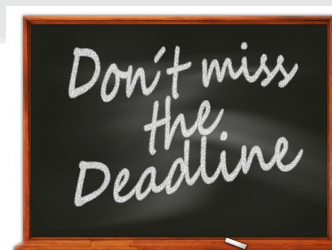
Step 3: Complete

Complete any required forms.

Step 4: Submit

Paperwork must be returned to Human Resources by **October 31, 2021**, via File Locker, fax or in person at 150 McArthur Hall. You may also submit documents using the secure drop box on our website.

WHAT'S HAPPENING	KEY DATES
Open Enrollment Dates	October 1, 2021 - October 31, 2021
Deadline to Enroll	October 31, 2021
Benefit Elections Effective	January 1, 2022



The Human Resources Management (HRM) website: www.hrm.msstate.edu/benefits/ provides benefits information and resources needed for Open Enrollment. For those without computer access, please contact HRM by calling (662) 325-3713.

www.hrm.msstate.edu/benefits/

Department of Human Resources Management
McArthur Hall, Room 150
Mail: P.O. Box 9603
Mississippi State, MS 39762
Campus Mail Stop: 9603
Phone: 662.325.3713
Fax: 662.325.0753



HUMAN RESOURCES MANAGEMENT

Off-Campus Open Enrollment Schedule for MSU Extension Centers and MSU Meridian Campus

All Extension Center and Meridian Campus employees may meet in person with an MSU Benefits Specialist according to the schedule below. Employees who have questions about Benefits, need forms, plan information and/or cost, and general assistance during Open Enrollment should plan to meet with the Benefits Specialist during the times posted. Please contact your extension center to schedule an appointment.

Central Mississippi Research & Extension (Raymond)

Thursday, September 30, 2021
10:00 – 12:00 (Location TBA)

Meridian Campus (Meridian)

Thursday, September 30, 2021
3:00 – 6:00 (Location TBA)

North Mississippi Research & Extension Center (Verona)

Wednesday, October 6, 2021
10:00 – 1:00 (Location TBA)

Delta Research & Extension Center (Stoneville)

Wednesday, October 13, 2021
10:00 – 2:00 (Location TBA)

Coastal Research & Extension Center

Biloxi

Tuesday, October 19, 2021
1:00 – 4:00 (Location TBA)

Hattiesburg

Wednesday, October 20, 2021
10:00 – 1:00 (Location TBA)