

# La Joya ISD 2011-12 Mandatory Open Enrollment

Open Enrollment Link: <http://harmonyenroll.coloniallife.com>

Login ID: LAJemployeeSSN#

Password: first 4 letters of last name + last 4 of SSN - Return

Create your own password – Return

Please review each individual insurance plan shown. **You will need to make a selection for each insurance product.** If you are not interested in purchasing an individual product, you must decline it. At the bottom of each screen you must press Save & Continue in order to proceed to next product.

Medical\* **MUST MAKE SELECTION BENEFIT/PREMIUMS HAVE CHANGED**

Dental\*

Eyemed Vision Plan\*

UNUM Life

UNUM Disability **PREMIUMS HAVE CHANGED**

Critical Illness

Colonial Cancer Plan\*

**Employees making changes to UNUM Life, Colonial Cancer Plan, or Critical Illness must meet with Colonial Representative.**

You may view your existing benefits by clicking on My Benefits located on the left hand side of the screen. On the upper right hand corner click Show My Existing Benefits. When you are done click Hide My Existing Benefits. This will take you back to the above screen.

If you wish to review the plan benefits Click Document Center.

After you have made a selection for each product, Click Finished and print a copy of your enrollment.

After you have printed the enrollment form, please remember to **LOG –OUT. This is located at the bottom of the page.**