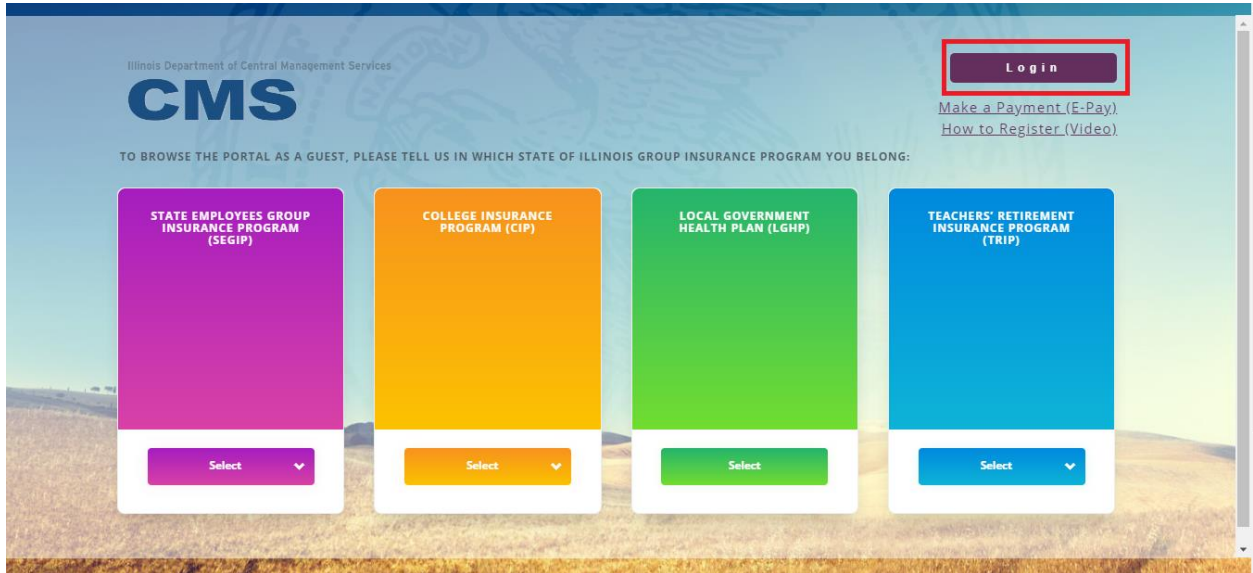
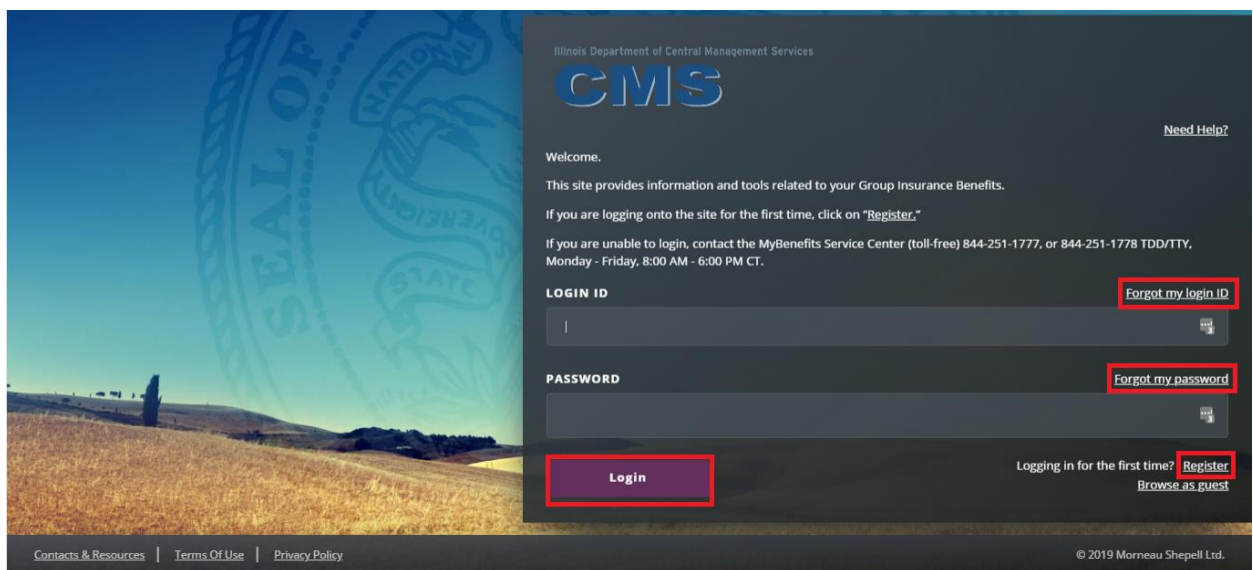


## Enroll/Make Changes to your Benefits

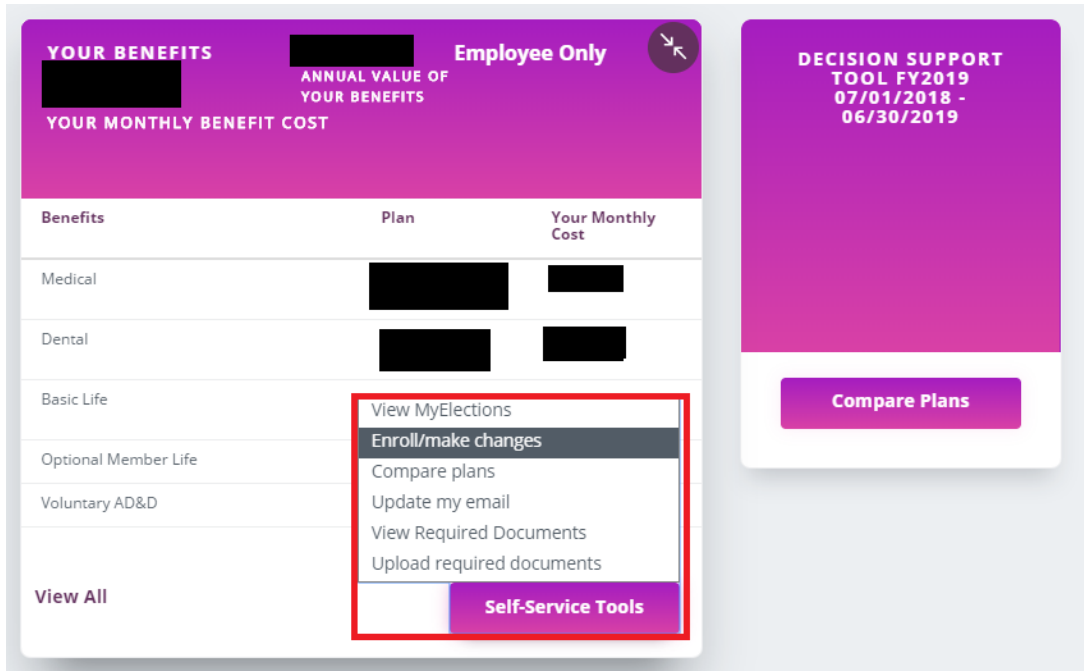
1. Go to [mybenefits.illinois.gov](https://mybenefits.illinois.gov)
2. Click Login



3. If this is your first time ever visiting this site, click Register and follow the prompts. If you've already registered, type in your username and password and log in.
  - a. If you've forgotten your username, password, or both, there are retrieval options on the screen that will send you the information to either your IMSA or personal email you provided when you were onboarded.



- After logging in, you'll be brought to the homescreen. Scroll down to the recap of your benefits. Select Self Service Tools and select Enroll/make changes from the menu.



- This will bring you to the Enroll/Change Tool. Select the appropriate qualifying change of status that has affected you. Please note you have 60 days from the date of the event to make your enrollments/changes.

## Enroll / Change Tool

To make changes to your current selections and/or personal information, choose the applicable link from the table. In some cases, you may need to make your changes within a certain time period.

You may also [view the history of your pending and processed selections](#) made during previous activities.

Description	You must complete your changes within...
<b>Life Event</b>	
<a href="#">Birth/Adoption/Legal Guardianship</a>	60 days of the event date
<a href="#">Divorce/Legal Separation Non MAPD</a>	60 days of the event date
<a href="#">Gain of Dependent Eligibility</a>	60 days of the event date
<a href="#">Gain of Other Coverage</a>	60 days of the event date
<a href="#">Loss Of Other Coverage</a>	60 days of the event date
<a href="#">Marriage Non MAPD</a>	60 days of the event date
<a href="#">Temporary Guardianship Verification</a>	60 days of the event date
<a href="#">Voluntary Benefit Change (Anytime Event)</a>	n/a

6. You'll be prompted to type in the date of the specified event.

The screenshot shows a web form with a blue header bar containing the text "Enter the effective date". Below the header, the text reads "Enter the date for the event you selected. Loss Of Other Coverage." In the center, there is a date input field with a calendar icon to its right. Below the input field, the text "MM/DD/YYYY" is displayed. Further down, the text states "The time limit within which you may make your changes as a result of [redacted] is 60 days of the event date." At the bottom right of the form, there are two buttons: a purple "Continue" button and a grey "Cancel" button.

7. You'll be brought to a new screen that allows you to add/remove dependents, make changes in benefits, finalize your selections, and upload documentation.