

Benefit Solver (CU Employee Benefit Portal) Instructions

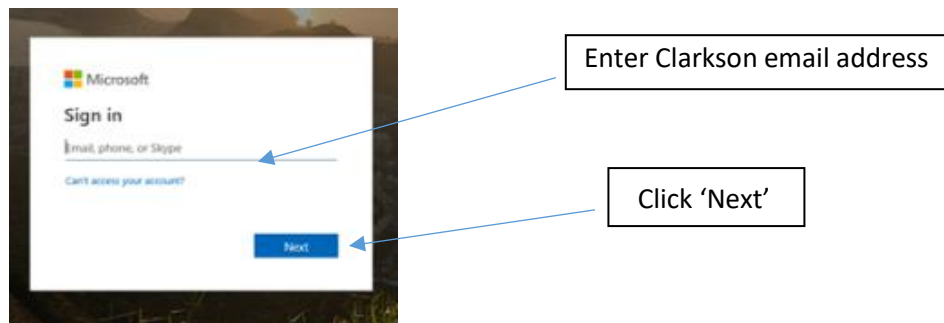
Please follow the steps below to access Benefit Solver for the first time and authorize your electronic consent:

Log onto Clarkson University intranet website: <https://intranet.clarkson.edu/>

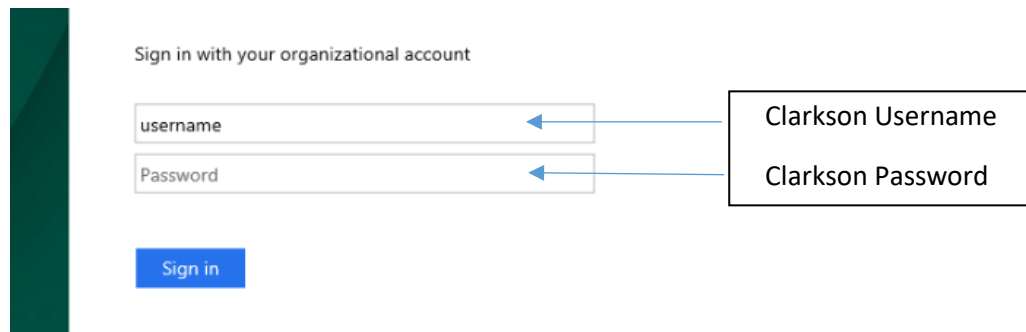
1. Click on 'Quick Links' scroll to bottom of list select 'Additional Links' or click on Human Resources & Careers; select 'CU Benefit Portal (Benefit Solver)' **OR**
2. Click on 'Administrative' scroll to 'Quick Links' then select 'CU Benefit Portal (Benefit Solver)'

Login using Clarkson usernames and passwords

At the Microsoft login, enter your Clarkson email address then click 'Next'



Then sign in using your Clarkson username and password



This will bring you to the Electronic Signatures Consent page, click on 'yes' hit enter then click on continue (will show up as a blue box)

Let's Get Started

Getting Started Details

Use of this website requires "Electronic Signatures" as defined below.

Selecting **Yes**, signifies your acceptance of the use of Electronic Signatures and your enrollment will continue to the next step.

However, should you select **No** to the agreement, you will be redirected to the login page and your enrollment will not continue until you call our group benefits administrators at Relph Benefit Advisors, Monday-Friday, 8am-4:30pm, at [1-800-836-0026](tel:1-800-836-0026).

By clicking "Accept" below, I hereby consent to the use of Electronic Signatures as my formal acceptance of all electronic records covered by the Electronic Signature in Global and National Commerce Act of 2000 (ESIGA) which includes documents, forms, account applications, electronic trade confirmations, statements, agreements, and prospectuses. I also consent to receive certain employee benefit plan information through electronic media. I understand it may be necessary for me to inform the company if my email address changes or if I prefer to receive the communication at a different email address. I also understand that I may withdraw this consent at any time by completing a similar form stating I no longer consent to electronic communication. In addition, I understand that I may request a paper version of the electronically furnished documents free of charge if I am unsuccessful at printing the document.

Do you agree?

Yes No

Log Out Continue >

Click 'Yes' hit enter then click on 'Continue'

Welcome to the Benefit Solver Home Page!

From here, you can access your personal benefit information or find contact information for additional assistance from Relph Benefit Advisors and/or Human Resources.

Benefit Summary
Change My Benefits
Personal Documents

Welcome Traci, to your benefits site!

Benefit Summary Change My Benefits Personal Documents

Benefit Administrator HR Information

Clarkson University is proud to offer our employee benefits in association with Relph Benefit Advisors, offering phone assistance with claims and benefits questions.

Benefit Questions Contact
Jim Noble
Ph: 800.836.0026 ext. 268
Fx: 585.641.7207
Email: jnoble@relphbenefitadvisors.com

Legal Disclaimer - Our Group Benefits Administrator, Relph Benefit Advisors, has attempted to ensure that all information on this website is clear and accurate. However, this website is not a legal document; the terms and provisions of each benefit are governed by the Plan Document or Summary Plan Description. In the event of an inconsistency between the website and plan documents, the plan documents will control.

Group and Voluntary Plans

- Medical, Dental, & Vision
- Disability
- Flex Accounts
- Life Coverage

MyChoice Mobile App
Get Access Code

Do you have questions?
If you need additional assistance, please contact Relph Benefit Advisors. We look forward to helping you!
Hours: 8:00 a.m. - 4:30 p.m. EST
Toll-Free Number: 800.836.0026
Relph Benefit Advisors
400 Willowbrook Office Park, Ste 400
Fairport, NY 14450-4223