

Benefit Solver (CU Employee Benefit Portal)

Effective, December 1, 2018 employees (faculty/staff) will now be using a 'NEW' system called Benefit Solver to view benefit elections, enter a life-changing event, find forms and view plan policies. Each employee is required to do a one-time electronic signature consent, which will allow employees to be automatically logged into their benefit information just by clicking on the benefit link from Clarkson's intranet website.

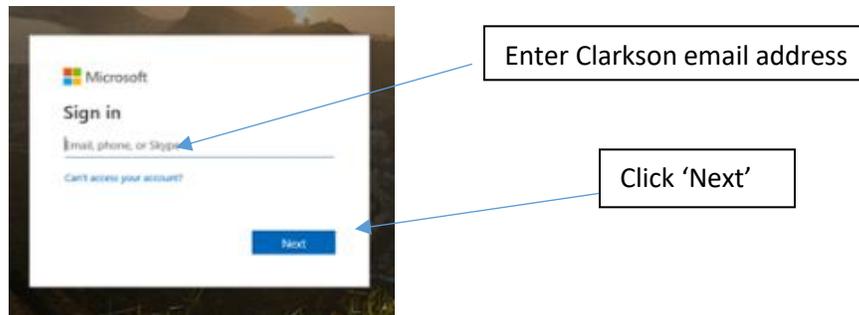
Please follow the steps below to access Benefit Solver for the first time and authorize your electronic consent:

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

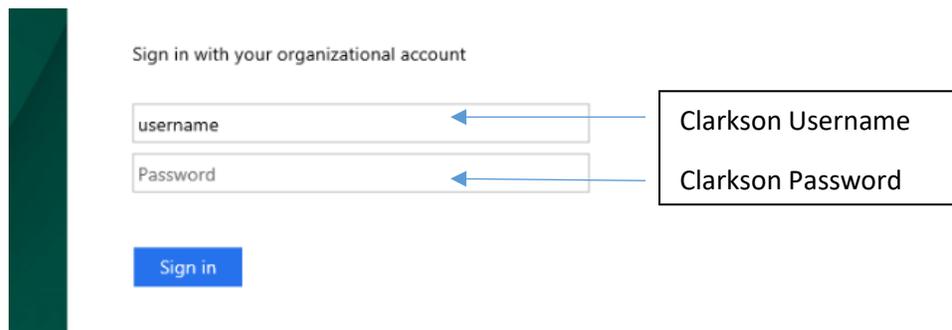
1. Click on 'Quick Links' scroll to bottom of list select 'Additional Links' or click on Human Resources & Careers; select 'CU Benefit Portal (Benefit Solver)' **OR**
2. Click on 'Administrative' scroll to 'Quick Links' then select 'CU Benefit Portal (Benefit Solver)'

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.

The screenshot shows the 'Benefit Solver Home Page' for a user named Traci. At the top, it says 'Welcome Traci, to your benefits site!' and features three main navigation buttons: 'Benefit Summary', 'Change My Benefits', and 'Personal Documents'. Below these are links for 'Benefit Administrator' and 'HR Information'. A central section for 'Clarkson University' provides contact information for 'Benefit Questions Contact' (Jim Noble) and includes a legal disclaimer. On the right side, there is a 'MyChoice Mobile App' section with a 'Get Access Code' button, and a 'Do you have questions?' section with contact details for 'Relph Benefit Advisors'. At the bottom, there is a 'Group and Voluntary Plans' section with expandable categories: Medical, Dental, & Vision; Disability; Flex Accounts; and Life Coverage. A callout box on the left points to the three main navigation buttons with the text: 'Benefit Summary', 'Change My Benefits', and 'Personal Documents'.

If you would like assistance logging in for the first time, please contact Traci Giffin – Benefits Coordinator at x2222 or by email tgiffin@clarkson.edu to set up a one on one meeting.

Thank you,

Human Resources