

# 2016 Benefits Orientation for New Faculty

**JULY 8th**  
**7:30 – 9:00 AM**  
**Tilghman Auditorium**

**JULY 21st**  
**5:30 – 7:00 PM**  
**Tilghman Auditorium**

Dear Faculty Members,

Welcome to Johns Hopkins University. This year New Faculty Benefits Orientation will be held July 8th and again on July 21st. At each session, we will provide an overview of the benefits offered. You do not have to register for either session, and you may bring a guest.

Your benefits enrollment will be done online, and when the site is ready for you, we will send an email to your JHU email account. Please note that the email will come from Benefits Mail. You will be directed to the myChoices tab on our site where you can log in with JHED ID and password to make benefits elections as well as retirement elections and allocations. You can go to that tab any time to review the information available, however you will not be able to log in until you have been set up in the university payroll system.

## **IMPORTANT -**

\*You and your eligible dependents will be covered retroactive to the date of your faculty appointment.

**\*There is a 30-day enrollment period from the date that you receive the email from our office.**

The Benefits Service Center is looking forward to making the orientation experience as pleasant and easy as possible. If you have any questions please feel free to contact us at 410-516-2000 or [benefits@jhu.edu](mailto:benefits@jhu.edu).

**If you are not able to join us for a scheduled session**, you will have the opportunity to complete the benefits orientation online, at any time that is convenient for you. Access to the system will require a JHED ID and password. Please follow the directions here: <http://benefits.jhu.edu/documents/OrientationOnlineInstructions.pdf>

Below is a list of scheduled benefits orientations at the Eastern High School location. You are invited to attend any of those sessions if the two dates above are not convenient for you.

Thank you,  
Michael McCormick  
JHU Benefits Consultant / Outreach Team Lead

## **ADDITIONAL SESSIONS**

### **Benefits Orientation at Eastern High School**

July 12  
August 16

1101 E. 33<sup>rd</sup> St. Room B102  
Baltimore, MD 21218  
Starting 1:00 PM

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