

# benefits enrollment online: step by step



Selecting your benefits is fast, easy and convenient with our online enrollment system! Make your decisions and changes online – and receive immediate confirmation of your selections.

## Step 1

Connect to the benefits selection website at <https://allstate.benselect.com/NCDeptPS>

## Step 2

### Employee Login

At the Employee Login screen enter:

- (1) Your FULL Social Security Number (SSN)
- (2) Your Personal Identification Number (PIN)

### PIN

Your PIN is a combination of the last four digits of your Social Security Number (SSN) and the last 2-digit year of your birth. Example: If the last four digits of your SSN are 3214 and you were born on September 21, 1968, your PIN would be 321468.

## Step 3

When the Welcome Page appears on your screen, you are ready to enroll! Follow the on-screen instructions to enroll in your benefits, find answers to your questions, download forms and more.