MyBenefits Registration Overview

MyBenefits provides you with a personalized, integrated and secure view of your MetLife-delivered benefits. You can take advantage of a number of self-service capabilities as well as a wealth of easy to access information including planning tools and oral health awareness material.* MetLife is able to deliver services to you that empower you to manage your benefits and not have to rely on your employer. As a first time user, you will need to register on MyBenefits. This will require you to follow the steps outlined below.

### Registration Process for MyBenefits

- **Provide Your Company Name**
  - Access MyBenefits at www.metlife.com/mybenefits and enter your company name and click 'Submit.'

### Step 1: The Login Screen

On the Home Page, you can access general information. To begin accessing personal plan information, click on 'Register Now' and perform the one-time registration process. Going forward, you will be able to log-in directly.

### Step 2: Enter Personal Information

Enter your first and last name, Social Security or Employee ID number, date of birth, and e-mail address.

### Step 3: Create a User Name and Password

Then you will need to create a unique user name and password for future access to MyBenefits.

- The User Name must be a minimum of 8 characters and include at least one letter and one number (i.e. johnsmith1 or 1234567b). The Password must be a minimum of 6 characters and include at least one letter and one number (i.e. jsmith2 or 23451a).

### Step 4: Security Verification Questions

Lastly, you will need to choose and answer three identity verification questions, to be utilized in the event you forget your password.

- Finally, you will be asked to read and agree to the Web site's Terms of Use.

### Step 5: Process Complete

Now you will be brought to the "Thank You" page.

Lastly, a confirmation of your registration will be sent to the e-mail address you provided during registration.

* Available only to dental benefits participants.