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Get your game face on for 2025 Open Enrollment [1]



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Putting together a winning team requires drafting the right players, and CU's annual Open Enrollment is more likely to be a success if you start scouting now.

This year's Open Enrollment [3] runs April 21 – May 9, and all benefits-eligible employees will have the opportunity to change their health plan enrollments, modify optional insurance policies and add or remove dependents.

Before you take the field, take the time to verify vital information and to compare your current health plan and insurance enrollments to ensure you lock down your MVPs (Most Valuable Plans).

Don't sit on the sidelines

CU Health Plan — Extended is being discontinued. Employees currently enrolled in the Extended plan must choose a replacement medical plan this Open Enrollment or **they will lose medical coverage for the 2025-26 plan year.**

Learn about all coming changes by visiting the what's new webpage [4].

Check your contact information

During Open Enrollment, we'll send employees postcards and important disclosures in the mail, so this is a good time to confirm your mailing address is correct in the employee portal.

You'll also want to confirm your phone number is correct — the enrollment tool requires dual factor authentication, and having a correct phone number on file will ensure that you're able to enroll quickly and efficiently.

Check your contact information through the employee portal.

1. Log in to the **employee portal** [5].
2. Click the **CU Resources** tab.

3. Open the **CU Resources Home** dropdown menu and select **My Info and Pay**.
4. Select **Contact Details** to view your contact details and make any needed changes.

Check your current enrollments and dependents

During Open Enrollment, you can make needed changes to your medical, dental and vision plans as well as optional coverage such as short-term disability insurance.

While you can update some components of your benefits in response to qualifying life events, in most cases, you can only change your health plans during Open Enrollment. Prepare your game plan by comparing your current coverage to your actual needs.

You can check your current plans and review your dependents in the employee portal.

1. Log in to the **employee portal** [5].
2. Click the **CU Resources** tab.
3. Open the CU Resources Home dropdown menu and select **Benefits & Wellness**.
4. Select **Benefits Summary**.
5. Your benefits for the current plan year will display, along with dependents and beneficiaries. Press the **Review** button for each plan to see additional details.

For life insurance plans, you can update your beneficiaries or change beneficiary designations. Select **Review** from the Benefits Summary page for the policy you want to change, and you'll be able to update the beneficiary or beneficiary designation for that policy.

If you need to add or remove a dependent, reach out to the Employee Services Benefits team at benefits@cu.edu [6] or call 303-860-4200, option 3, to discuss possible changes in response to a qualifying life event.

Sign up for Open Enrollment text message reminders

You can sign up to receive three brief Open Enrollment text message reminders to enroll.

These alerts are separate from the emergency alert and IT alert systems. Sign up for Open Enrollment RAVE Alerts [7] to make sure you don't miss your deadline to complete your enrollment.

Learn more

Visit the Open Enrollment website [3] for more information about coming benefit changes, campus fair dates and more.

open enrollment [8], CU Health Plans [9], [10], [10], dental [11]
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