



# Newly Hired and Newly Eligible Employee Enrollment

All newly hired and newly eligible employees have 60 days from their hire or eligibility date to enroll in a Federal Employees Dental and Vision Insurance Program (FEDVIP) dental and/or vision plan.

Non-Open Season	Open Season
<p>After entering your personal information on the FEDVIP enrollment form at <b>BENEFEDS.gov</b>, you will need to complete the following steps:</p> <ol style="list-style-type: none"> <li>1. Select whether you are a federal employee or a U.S. Postal Service (USPS) employee.</li> <li>2. Answer “Yes” to the question, “Are you a newly hired or newly eligible federal or U.S. Postal Service employee within 60 days for your hire or eligibility date?”</li> <li>3. Enter your new hire or newly eligible date.</li> <li>4. Proceed with the enrollment through submission.</li> </ol> <p><b>Effective Date</b></p> <p>The first day of your next pay period.</p>	<p>After entering your personal information on the FEDVIP enrollment form at <b>BENEFEDS.gov</b>, you will need to complete the following steps:</p> <ol style="list-style-type: none"> <li>1. Select whether you are a federal civilian employee or a U.S. Postal Service (USPS) employee.</li> <li>2. Answer “Yes” to the question, “Are you a newly hired or newly eligible federal or U.S. Postal Service employee within 60 days after your hire or eligibility date?”</li> <li>3. Enter your new hire or newly eligible date.</li> <li>4. Choose whether you want a new hire enrollment or an open season enrollment</li> <li>5. Proceed with the enrollment through submission.</li> </ol> <p><b>Effective Date</b></p> <p><b>New hire enrollment:</b> The first day of your next pay period.</p> <p><b>Federal Benefits Open Season enrollment:</b> January 1 of the next plan year.</p>

For more information, visit **BENEFEDS.gov** for program details.