



UPDATE YOUR BENEFICIARY INFORMATION

When was the last time you checked your designated beneficiaries?

Open Enrollment is the ideal time each year to review your beneficiary designations.

Please take the time to review all of your relevant benefit plans to ensure your information is current.

Final Pay Warrant Designation

To update final pay warrant designation log into [myCSUSM](#), select CHRS – My HR Resources. From the Employee Self Service Homepage, click CSU Personal Details and CSU Paycheck Designee.

Detailed Instructions: <https://csuchrs.screenstepslive.com/a/1794989-final-paycheck-designee-employee>

Retirement Plan

CalPERS

[myCalPERS](#)

Employer-Paid Basic Life Insurance and Accidental Death & Dismemberment (AD&D)

The Standard

standard.com/my-benefits/csu

Voluntary Life Insurance, AD&D, Critical Illness and Accident Insurance

The Standard

standard.com/my-benefits/csu

401(K) and 457

Savings Plus

savingsplusnow.com

403(B) Supplemental Retirement Plan

Fidelity Investments

netbenefits.com/calstate

This is also a good time to ensure **Emergency Contact Information** is current. To view your emergency contact information, log into [myCSUSM](#) select CHRS - My HR Resources. From the Employee Self Service Homepage, click on CSU Personal Details and emergency contacts.

Detailed Instructions: <https://csuchrs.screenstepslive.com/a/1794986-add-or-update-emergency-contacts-employee>