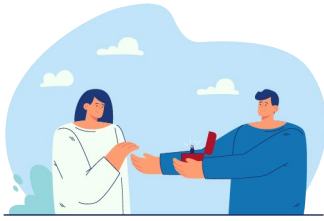


Have you experienced a life event lately?

If so, be sure to update your benefit information!


A life event is a major event that changes a person's status or circumstances, such as:



Change in your legal marital status (i.e., marriage, legal separation, divorce, or death of your spouse)

Qualifying life events allow you to change your medical, dental, vision, and flexible spending plans within 30 days of a life event.

To update your benefits after a qualifying life event (LE), go to UKG Pro

 <https://n14.ultipro.com>

Myself

> Benefits

> Manage My benefits

[Update My Benefits](#) 

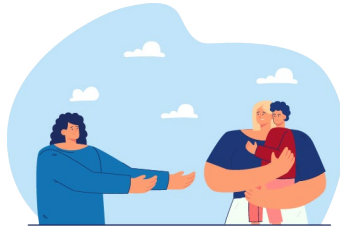
Select the appropriate LE (e.g., a marriage, a birth, etc.) and enter the event date (e.g., your date of marriage, the date your divorce was finalized, etc.).

Add or remove any family members (e.g., a spouse, a child, or a married child) impacted by the LE and then click on **"Shop for Benefits."**

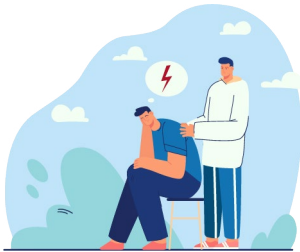
After all of the benefits have been viewed or changed, click **"Review & Confirm."** The LE will not be processed until any applicable documents you uploaded are verified .

Please email Benefitshelp@aruplab.com with any questions or concerns.

Birth or adoption of a child, or placement of a child for adoption



Death of a dependent



Change in employment status (for employee, spouse, or employee's dependent)

