



UCPath Enrollment Process

How to Enroll in Benefits on UCPath

You can access the UCPath portal by going to <https://ucpath.universityofcalifornia.edu/>.

UNIVERSITY OF CALIFORNIA

Welcome to UCPath

Thank you for visiting UCPath, your online self-service tool for pay, benefits and other HR transaction activities. **Please note: when logging into UCPath, your options for multi-factor authentication may soon change. [Learn more about upcoming authentication changes for each location.](#)**

Select your UC location to log in

Lawrence Berkeley National Laboratory
University of California, Agriculture and Natural Resources
University of California, Berkeley
University of California, College of the Law San Francisco
University of California, Davis
University of California, Irvine
University of California, Los Angeles
University of California, Merced
University of California, Office of the President
University of California, Riverside
University of California, San Diego
University of California, San Francisco
University of California, Santa Barbara
University of California, Santa Cruz
University of California; Former Employees

UCI University of California, Irvine

Login with your UCInetID

UCInetID
Example: ptanteater

Password

[Forgot your password?](#)

Login

[Activate my UCInetID](#) • [Need help logging in?](#)
[View recent account activity](#)

User name and Password are the same as your network sign-on

Security Verification

UNIVERSITY OF CALIFORNIA UCPath

←

Identity Verification

██████████ (She/Her/Hers)

BENEFITS ANL 2
10310997

Identity Verification for Security Questions Setup

In an effort to improve your UCPath experience and individual security, UCPath requires you to setup your own personal security questions to confirm your identity. Please provide the following information before proceeding.

Date of Birth

Last 4 Digits of Social Security Number (SSN)

Submit

UNIVERSITY OF CALIFORNIA UCPath

←

Security Questions Setup

██████████ (She/Her/Hers)

BENEFITS ANL 2
10310997

Security Questions Setup

You will be prompted to answer a security question when accessing certain employee self-service actions on the UCPath Portal.

Use the form below to set up five security questions that meet the following criteria:

- Use each question once.
- Choose questions only you know the answer.
- Answers must be a minimum of four characters.

Question 1

Answer 1 [Show Response](#)

Question 2

Answer 2 [Show Response](#)

Question 3

Answer 3 [Show Response](#)

Question 4

Answer 4 [Show Response](#)

Question 5

Answer 5 [Show Response](#)

Submit

You'll need to set up your security questions, if you have not already done so.

UCPath Portal

The screenshot displays the UCPath Portal interface. At the top, the University of California logo and 'UCPath' branding are visible, along with a search bar and navigation links like 'Ask UCPath' and 'Sign out'. Below the header, a navigation menu includes 'Home', 'Personal Information', 'Income & Taxes', 'Benefits & Retirement', 'Accruals & Leaves', 'Transactor Hub', and 'Help'. The 'Benefits & Retirement' section is active, showing a 'View Overview' button and a list of options under 'Health & Welfare Benefits'. A red box highlights the 'Select My Benefits' link, which is pointed to by a blue callout box containing the text: 'Click "Select My Benefits" in the "Health & Welfare Benefits" section and follow the instructions provided'. Other options in the 'Health & Welfare Benefits' section include 'View My Benefits Summary', 'Update My Benefits', 'View My Dependents', 'View Enrollment Statements', and 'ALEX - Your Benefits Counselor'. The 'Retirement Programs' section includes 'Retirement Benefits Overview', 'Enroll: 403(b),457(b),DC plan', 'View My UCRP Service Credit', and 'Review/Update Beneficiary'. The 'Benefit Resources' section lists 'Evidence of Insurability', 'COBRA Qualifying Event', 'Postdoc Program Selection', and 'Postdoc Health BN Opt Out'. The 'Forms' section is currently empty.

Self Service Enrollment - Visit Alex

The screenshot shows the UCPath self-service enrollment interface. At the top, there is a navigation bar with the University of California logo, the UCPath name, a search bar, and buttons for 'Ask UCPath' and 'Sign out'. Below the navigation bar is a menu with options: Home, Personal Information, Income & Taxes, Benefits & Retirement (highlighted), Accruals & Leaves, Transactor Hub, and Help.

The main content area features a 'Welcome to UCPath' message, a 'Benefits & Retirement' section, and a 'My Benefits' section. A callout box with a blue background and white text points to the 'ALEX - Your Personal Benefits Counselor' link in the right-hand sidebar. The callout text reads: 'Before starting the election process, we recommend using the ALEX tool. ALEX is a highly interactive tool that can help employees choose the plans that are the best fit for them.'

The right-hand sidebar contains a list of links under various categories: 'Health & Welfare Benefits' (with a dropdown arrow), 'Retirement Programs' (with a dropdown arrow), and 'Benefit Resources' (with a dropdown arrow). The 'ALEX - Your Personal Benefits Counselor' link is highlighted in pink. Other links include 'View My Benefits Summary', 'Select My Benefits', 'Update My Benefits', 'View My Dependents', 'View Enrollment Statements', 'ALEX - Your Benefits Counselor', 'Retirement Benefits Overview' (with a hand cursor icon), 'Elect Pension/Savings Choice', 'Enroll: 403(b),457(b),DC plans', 'View My UCRP Service Credit', 'Review/Update Beneficiaries', and 'UCnet'.

At the bottom of the page, there are two buttons: 'Start Benefits Enrollment' and 'Update Current Benefits'.

Start the Election Process

UNIVERSITY OF CALIFORNIA UCPath Self-Service Search LVD-Jordan LVD-Hightower Ask UCPath

← Home Personal Information Income & Taxes Benefits & Retirement Accruals & Leaves Transactor Hub Help

Benefits Enrollment

LVD-Jordan LVD-Hightower
EMPLOYEE SVC.ASC 2
10121843

The **Start** or **Resume** button next to an event means it is currently open for enrollment.
Use the **Start** button to begin or the **Resume** button to continue your enrollment.
The information icon provides you with additional information about your enrollment.
Note: Only one enrollment option will be available at a time.
Some options may not be available for enrollment until UCPath reviews and processes your most recent event submission.

Your Benefit Events

Event Description ↕	Event Date ↕	Event Status ↕	Job Title ↕	
New Hire-Elective Benefits	04/11/2025	Open	EMPLOYEE SVC ASC 2	<input type="button" value="Start"/>

The Open Benefit Events section displays events for which you are eligible, such as the New Hire-Elective Benefits event that is Open in this example. Click the "start" button.

Selecting Benefits after clicking “Open”

The screenshot displays the UCPath Benefits Enrollment interface. At the top, the navigation bar includes the University of California logo, the text 'UCPath', a search icon, 'Self-Service Search', the user name 'LVD-Jordan LVD-Hightower', a 'Ask UCPath' button, and a 'Sign out' link. Below the navigation bar, a breadcrumb trail shows: Home > Personal Information > Income & Taxes > Benefits & Retirement > Accruals & Leaves > Transactor Hub > Help. The main content area is titled 'Benefits Enrollment' and contains a 'Preview Statement' button and a 'Submit' button. Underneath, there is a 'Benefit Plans' section with a list view icon. The plans are displayed in a grid of tiles. Each tile includes the plan name, current and new election options (Waive), status (Pending Review), number of dependents (0), and a 'Pay Period Cost' of \$0.00. A 'Review' button is located in the bottom right corner of each tile. The 'Medical' tile in the top-left corner is highlighted with a red border.

Plan Name	Current	New	Status	Dependents	Pay Period Cost	Action
Medical	Waive	Waive	Pending Review	0	\$0.00	Review
Dental	Waive	Waive	Pending Review	0	\$0.00	Review
Vision	Waive	Waive	Pending Review	0	\$0.00	Review
Hospital Indemnity	Waive	Waive	Pending Review	0	\$0.00	Review
Accident	Waive	Waive	Pending Review	0	\$0.00	Review
Critical Illness - EE (+Ch)	Waive	Waive	Pending Review	0	\$0.00	Review
Critical Illness - SP/DP						
Legal Insurance						
Life						

The Current Enrollment Summary section displays your current elections for all eligible plan types. At new hire, most elections default to Waive. When you are ready to make your elections, select the appropriate plan tile or the Review button on the list view to access the plan

Adding/Removing Dependent

You must check on the box next to the dependents name to enroll them in a plan

Cancel Medical

Medical coverage is one of the most important benefits that UC offers you and your eligible family members. UC's medical plans provide comprehensive coverage, for doctor visits, urgent and emergency care, hospital choice of providers — including UC Health doctors, hospitals and medical groups — and plan designs to fit your needs.

▼ Enroll Your Dependents

The following list displays all individuals you have currently named as family members.

Ensure you check the box below to add each dependent to coverage for this plan. If an individual is missing from this list, use the **Add/Review Dependent** button to add new eligible family members.

Dependents who were previously enrolled in UC Benefits and did not complete Family Member Eligibility Verification (FMEV) will be grayed out and unable to be selected.

To enroll your unverified dependent(s) into UC BENEFITS, you will need to complete the FMEV process. Instructions on how to complete the [FMEV Process](#) for your dependent(s) are posted on UCnet.

The Affordable Care Act (ACA) requires employers to make reasonable efforts to obtain Social Security numbers for employees, spouses /domestic partners, and dependents.

Dependents	Relationship
<input type="checkbox"/> Elpidio D Daines	Spouse (Opposite/Same Sex) NA
<input type="checkbox"/> Alina Monroe	Child EE Biological/Adopted NC
<input type="checkbox"/> aubrey V Yang	Child EE Biological/Adopted NC

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Add/Review Dependent

▼ Enroll in Your Plan

The **Employee Only** cost shown for each plan is based on the dependents enrolled. Plans that do not offer coverage for the dependents enrolled are not available to select.

Your enrollment on this page may affect your choices for the following type(s) of coverage:

- Health Savings Account requires Health Savings Plan

Once submitted, this choice will take effect on 04/11/2025. Deductions for this choice will start with the pay period beginning 04/11/2025.

Plan Name	Employee Cost	Employee Cost
<input type="checkbox"/> Core Plan	\$202.23	\$12.96
<input type="checkbox"/> UC Health Savings Plan	\$436.58	\$43.20

Adding someone new or dependent name change? Click the Add/Review Family Members button

Dependents Information

Name	Relationship	Dependent	
Elpidio Daines	Spouse (Opposite/Same Sex) NA	Yes	>
Alina Monroe	Child EE Biological/Adopted NC	Yes	>
aubrey Yang	Child EE Biological/Adopted NC	Yes	>

To review current dependent information, select the View or Update Detail icon.

[Cancel](#) **Individual Dep**

* Indicates required field

Please confirm the information listed below. If any changes need to be made to your current dependents information please submit an [Update Dependent eForm](#)

Name

Elpidio Daines

Personal Information

To update your To update the dependent's information, select the Update Dependent eForm link at the top of the page. Select the "cancel" button to return to the Dependent Information page.

Flex Spending & Health Savings Accounts

- Requires annual re-enrollment to continue in plans
- Health Savings Account (HSA) requires enrollment in the UC Health Savings Plan.

Supplemental Health Plans & Pet Insurance

SUPPLEMENTAL HEALTH PLANS (Prudential)

- 3 Plans: Accident, Critical Illness, Hospital Indemnity.
- Pays cash benefits directly to you if you have a covered accident, illness or hospitalization

Nationwide Pet Insurance

- Veterinary care for injury & illness, Preventive care/wellness option
- Please enroll directly with Nationwide via petinsurance.com/uc

Submitting Benefit Elections

Terms & Conditions

You have almost completed your enrollment. If you have no further changes, accept the Arbitration statement and Terms and Conditions below, then select the 'Submit' button to finalize your benefits choices.

Select the **Cancel** button if you are not ready to submit your choices and wish to return to the Enrollment Summary.

Participation Terms and Conditions

Your Social Security number, and that of your enrolled family members, is required for purposes of benefit plan administration, for financial reporting, to verify your identity, and for legally required reporting purposes all in compliance with federal and state laws.

If you are confirmed as eligible for participation in UC-sponsored plans, you are subject to the Terms and Conditions of Participation

ARBITRATION

UC-sponsored medical plans require resolution of disputes through arbitration.

BY YOUR WRITTEN OR ELECTRONIC SIGNATURE, IT IS UNDERSTOOD AND YOU AGREE THAT ANY DISPUTE AS TO MEDICAL MALPRACTICE – THAT IS, AS TO WHETHER ANY MEDICAL SERVICES RENDERED UNDER THE CONTRACT WERE UNNECESSARY OR UNAUTHORIZED OR WERE IMPROPERLY, NEGLIGENTLY OR INCOMPETENTLY RENDERED – WILL BE DETERMINED BY SUBMISSION TO ARBITRATION AS PROVIDED BY CALIFORNIA LAW AND NOT BY A LAWSUIT OR RESORT TO COURT PROCESS, EXCEPT AS CALIFORNIA LAW PROVIDES FOR JUDICIAL REVIEW OF ARBITRATION PROCEEDINGS. BOTH PARTIES TO THE CONTRACT, BY ENTERING INTO IT, ARE GIVING UP THEIR CONSTITUTIONAL RIGHT TO HAVE ANY SUCH DISPUTE DECIDED IN A COURT OF LAW BEFORE A JURY AND INSTEAD ARE ACCEPTING THE USE OF ARBITRATION.

NOTICE: BY SIGNING THIS CONTRACT YOU ARE AGREEING TO HAVE ANY ISSUE OF MEDICAL MALPRACTICE DECIDED BY NEUTRAL ARBITRATION AND YOU ARE GIVING UP YOUR RIGHT TO A JURY OR COURT TRIAL.

BY CHECKING THIS BOX I AM ELECTRONICALLY SIGNING AND ACCEPTING THE ABOVE ARBITRATION TERMS PERTAINING TO ALL MEDICAL PLANS.

By checking this box I accept the [Terms and Conditions](#)

By checking this box, I am electing to receive an electronic [HIPAA Notices](#)

Authorize Elections

By submitting your benefit choices elections you are authorizing the University of California to take deductions from your paycheck to pay for your benefit costs. You are also authorizing the Benefits Department to send necessary personal information to your selected providers to initiate, support and administer your coverage

Submit

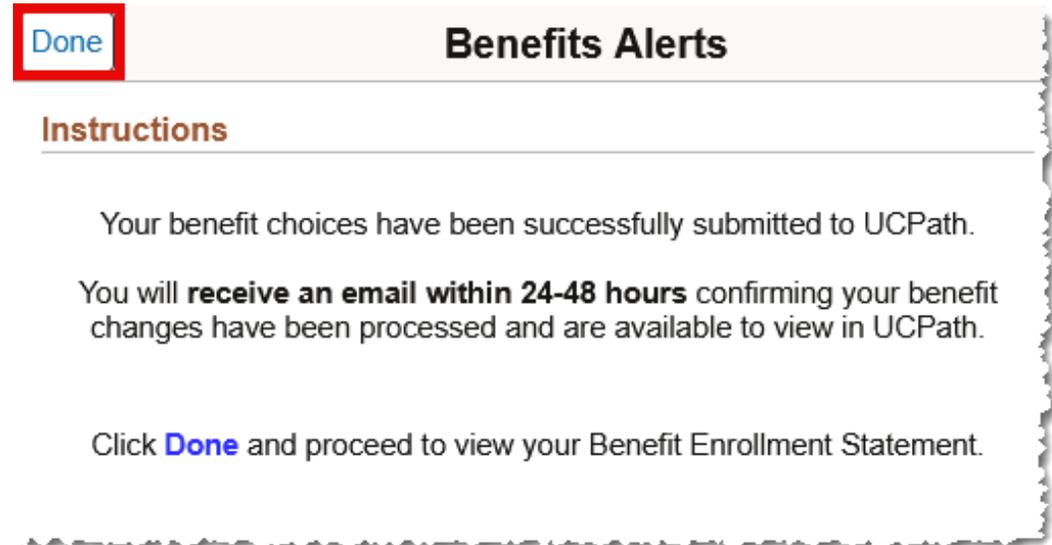
Cancel

UCPath displays the Terms & Conditions pop-up window. Select the check boxes to accept the Arbitration Terms and the Terms and Conditions.

- Select the "Submit" button.

Enrollment Submission Confirmation

When the "Benefits Alerts" message appears, select the "Done" button.



Done **Benefits Alerts**

Instructions

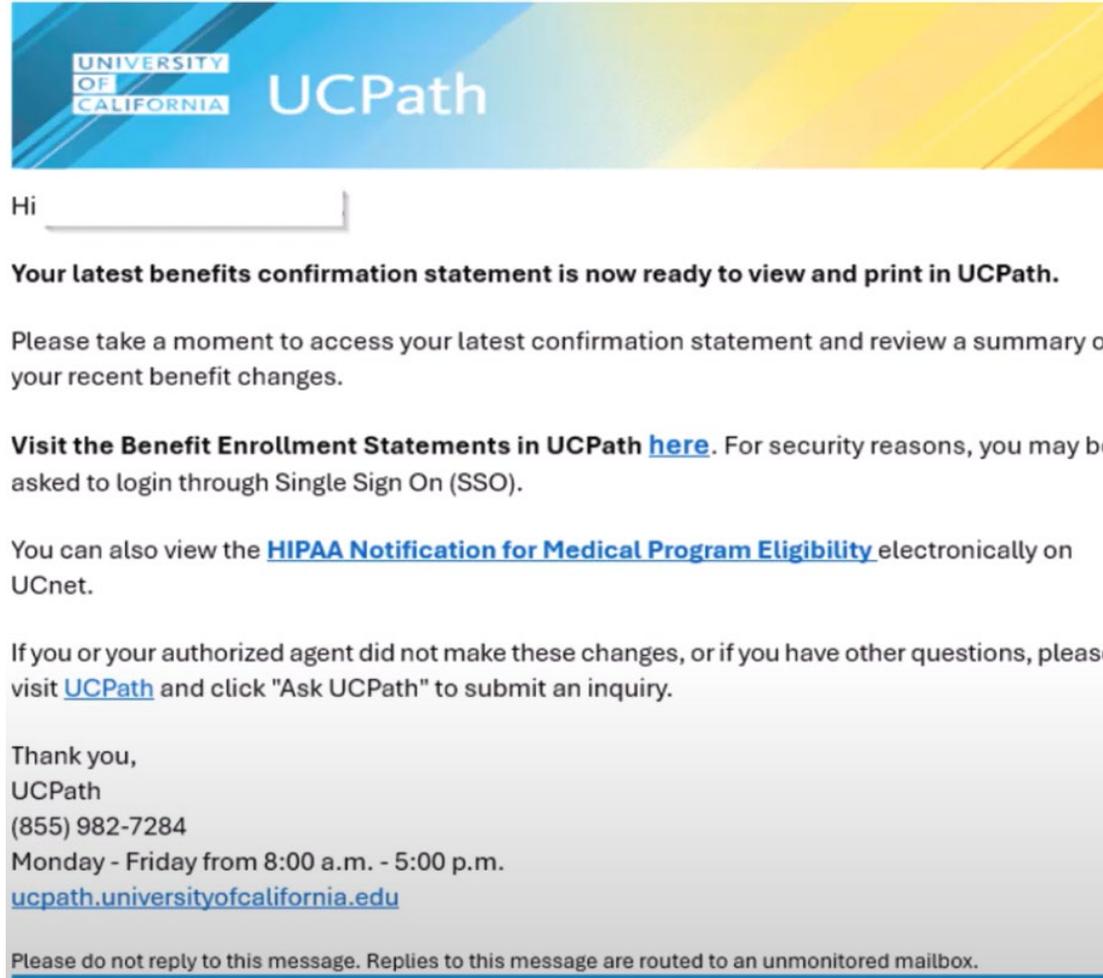
Your benefit choices have been successfully submitted to UCPATH.

You will **receive an email within 24-48 hours** confirming your benefit changes have been processed and are available to view in UCPATH.

Click **Done** and proceed to view your Benefit Enrollment Statement.

Confirmation Statements

- Once submitting your election, you will receive a confirmation email from UCPATH within 24-48 hours.
- It is crucial that employees review the email confirmations they receive.



Questions? Contact the EEC



START HERE. Search for knowledge articles and answers to questions or issues you have.

Search all knowledge articles and the HR catalog

ALREADY KNOW WHAT YOU NEED? Select a category to open a new case for problem resolution.

- Featured Items
- Benefits Administration
- Employee Relations
- Learning & Development
- Leave and Disability Administration
- Onboarding / Talent Acquisition
- Payroll and Time Reporting
- Programs & Initiatives
- Talent Management
- UCPath

HOW TO NAVIGATE THIS SUPPORT SITE

- 01 TRY SELF HELP**
Use the search box above to look for answers and solutions to your issue.
- 02 OPEN A SUPPORT CASE**
Click on a CATEGORY above to open a support case. Choose what best defines your issue, e.g., benefits, payroll, timesheet, etc.
- 03 VISIT UCPath ONLINE**
Not ready to open a support case? You may find answers at UCPath Online. Use UCPath Online to view pay statements, change personal information and more.
- 04 GET HELP NOW**
Need help right now? Call 949.824.0500 and speak to an HR support representative.

Most Viewed Articles

2023 New Employee Orientation (NEO)

A screenshot of a chat window titled "EEC Support". The chat history shows a message from the user: "Thank you for using our support chat." followed by a response from the virtual agent: "Hi, I'm your Virtual Agent. Let me know how I can help you today." The user then asks: "What's your issue or request? Or take a look at what I can help with." Below the chat, there are buttons for "Benefits", "Leave of Absence", "Payroll and Taxes", "Retirement", and "Show me everything". At the bottom, there is a text input field with the placeholder "Please type your request" and a send button.

Self-Service Portal:

<https://eec.hr.uci.edu/>

AI Chat Feature:

Self-service topic search for quick answers to common questions along with live agent support

Phone: 949.824.0500,

M – F, 8:30am – 5pm

Email: eec@uci.edu