Manage Your Benefits Via the Benefitsplace App

You can now enroll and make changes to your Northwestern benefit plans using the Benefitplace app. The app is available though both the App Store and Play. Follow the instructions below to set-up and navigate the app.

Setting Up The App

On your phone, visit the App Store for Apple phones or Play for Android phones.

Then enter the company ID: *northwesternbenefits*
You will be presented with a Success screen. Select *Continue to login*.

Select the button *Northwestern SSO* to navigate to the secure sign in functionality.
Enter your Net ID and Password. These login credentials are what you use to login to myHR.

For added security when you login you will need to complete the Duo Multi-Factor Authentication (MFA). If you have the Duo app it will prompt you, like the illustration. Otherwise you will receive a text or phone call based on your settings.
Navigating The App

To begin Open Enrollment, select the blue box under your name that says *You have benefits to select*.

Then select Get started under the Open Enrollment banner at the top. Follow the prompts to review and update your benefits.