

## Instructions for State Life Insurance Beneficiary Designation

The beneficiary designation on file for your Mississippi State and School Employees' Life Insurance Plan will **no longer be valid as of September 1, 2012.**

Minnesota Life, your group life insurance provider, has announced an online beneficiary management tool available to assist you in managing your Employee Group Term Life insurance beneficiary designation. If an employee has not change their Life Insurance beneficiaries by September 1, 2012, the insurance will pay in the following order:

1. Spouse
2. Children
3. Parents
4. Estate

You may access Minnesota Life's secure online beneficiary management tool through you're myBlue website. Follow the instructions below to designate your Employee Group Term Life insurance beneficiary with Minnesota Life.

1. Log into you myBlue site, <https://myblue.bcbsms.com>, as usual and click on the My Benefits tab.
2. Click the Life Benefits section, which is right below Medical Benefits. This section will show you the effective date and amount of life insurance coverage you have.
3. Click the link in the Life Benefits section and you will be redirected to Minnesota Life's online beneficiary management tool. Follow the instructions on Minnesota Life's site to submit your beneficiary designation.

Once you submit your beneficiary information, a confirmation statement will be mailed to you. You may view or update your beneficiary information anytime by accessing Minnesota Life's website through your myBlue portal. All beneficiary changes will need to be completed through Minnesota Life and will no longer be handled by MDOT.

If you have any questions about designating your life insurance beneficiary or if you would like to obtain a paper beneficiary change request form, please contact Minnesota Life at 1-877-348-9217.