



STATE OF MISSISSIPPI
GOVERNOR PHIL BRYANT

DEPARTMENT OF FINANCE AND ADMINISTRATION

KEVIN J. UPCHURCH
EXECUTIVE DIRECTOR

**State and School Employees' Life Insurance Plan
Underwritten by Minnesota Life Insurance Company**

Active Employee Life Insurance Beneficiary Designation

Designating a life insurance beneficiary is an important step that will allow you to determine who will receive your policy benefits. As you experience changes in your life, you should review your beneficiary designations to ensure that they still reflect how you want your benefits to be paid. With the implementation of the new online beneficiary management tool, you will now be able to make and/or change designations confidentially and conveniently, 24/7, simply by following the instructions below:

1. Log into the *myBlue* site, <https://myblue.bcbsms.com> (if you have not registered previously, please have your medical ID card handy)
2. Click on the **My Benefits** tab
3. Click on the link in the **Life Benefits** section and you will be directed to Minnesota Life's online beneficiary management tool
4. Enter the name and address, and the respective benefit percentages for each beneficiary you wish to name

After this information has been entered, you will receive an email acknowledgement, as well as a paper confirmation statement in the mail for your records, reflecting your beneficiary designation, and any applicable benefit percentages. Make sure that the information on your email acknowledgment/confirmation is exactly how you want your benefits to be paid. If any of the information is incorrect, log back into *myBlue* and repeat the steps above.

We are very excited about this new online option and encourage you to visit the *myBlue* site today to start the process for designating your life insurance beneficiary. Please note that if you do not execute the new beneficiary designation, any resulting life insurance proceeds will be paid according to the defaults described in the policy, which may not necessarily be according to your wishes.

Should you have any questions about your beneficiary designation, please call Minnesota Life at 1-877-348-9217.