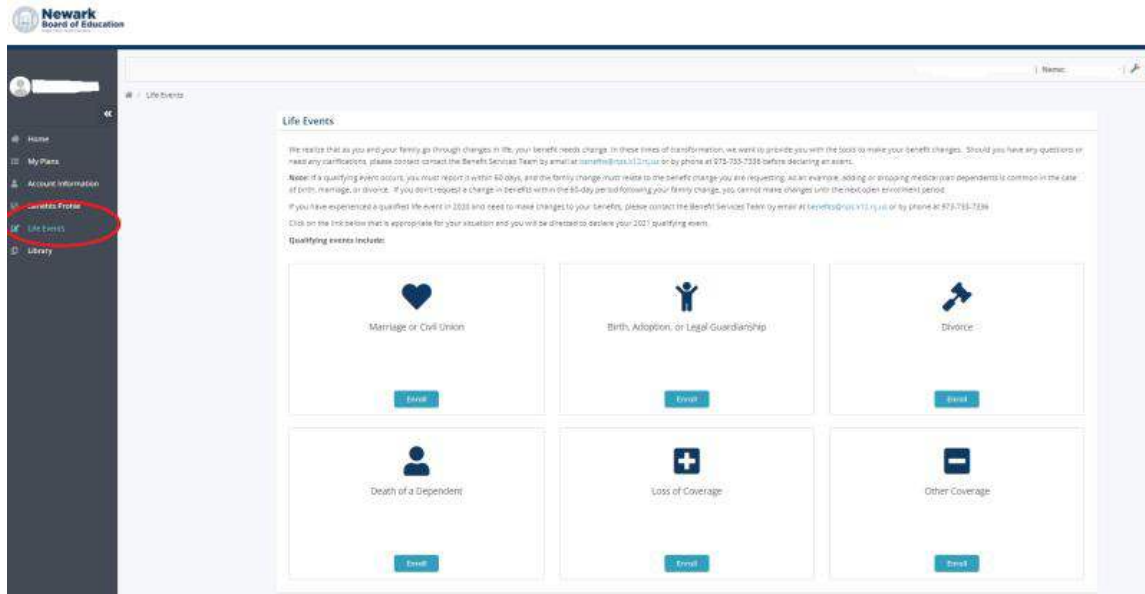


NBOE Benefits Enrollment Form- Life Event Adding a Child - Recent Birth

Congratulations on the upcoming birth!

Please visit your Benefits Portal at www.NBOEbenefits.com. Signing in using your school credentials. You have within 60 days from date of birth to complete the Life Event and add your newborn onto health coverage (i.e. medical, prescription, dental, and/or vision).

Please log into the website and click on the Life Event tab on the left, see below, and following the prompts. You are required to enter all the necessary information, upload the supporting document(s), and review the confirmation statement. Once completed please allow 5-7 business days for information to post with our insurance carriers, and 2 weeks for new ID cards to arrive in the mail.



Please upload the following supporting document:
Birth Certificate or Attestation of Birth

NJ Health
New Jersey Department of Health

ATTESTATION OF BIRTH
(Note: This is not a birth certificate)

You have the legal right to choose any name for your child. N.J.A.C. 8:2-1.4: The designation of a child's name including the surname is the right of the child's parent(s). The child may be given any chosen name(s) or surname, except that the State Registrar may reject a name that contains an obscenity, numerals, or a combination of letters, numerals, or symbols or a name that is illegible. After you have chosen the name and it is put on a birth certificate, it cannot be changed except through a court of law.

Review below information for accuracy & spellings. Any changes later may result in a fee.

CHILD	First	Middle	Last	Suffix
Name of Child				
Sex, Plurality & Birth Order of Child				
Date & Time of Birth				
Place of Birth, Municipality & County				
MOTHER / PARENT A	First	Middle	Last	Suffix
Legal Name				
Maiden Name (Full Name given at birth or Name on birth certificate)				
Date or Age & Place of Birth				
SSN #				
Residence Address				
Mailing Address				
FATHER / PARENT B	First	Middle	Last	Suffix
Legal Name				
Place of Birth				

Example

You don't need the Social Security Number now to complete the enrollment, but it will be needed within 1 year old. If Social Security the number isn't received within 1 year, your child may be dropped from coverage.

Helpful Video

You may want to review step-by-step instructions on how to add a dependent onto coverage

Please click on the link and enter password: **Benefits765**

<https://nboe.webex.com/nboe/ldr.php?RCID=000554b17dd44c0f9fc5352b0009e70f>

Reminder, if you want to Designate a Beneficiary under your pension account, please visit <https://nboehrs.com/resources/> for additional information to make the appropriate changes in MBOS (Member Benefits Online System) with the State of NJ Division of Pensions and Benefits.

Any questions email the Benefits Team benefits@NPS.K12.NJ.US