HOW TO ENROLL

Open enrollment changes are completed via the Administrative Applications and Resources Portal (AAR). You may need to change your computer settings and create a new password to login, instructions for configuring your browser can be found here.

1. Visit the AAR portal at www.aar.is.colostate.edu and chose ‘HR System’ under the Applications System menu.

2. Login with your eName and unique HR System password, then expand the Employee Self-Service menu and select CSU Benefits.

3. Accept the disclaimer to update your beneficiaries and dependents. Then, select ‘CSU Benefits Plan (Cost Share)’ and change your elections!

DON’T MISS OUT!

Open enrollment is your only opportunity to enroll, change, or cancel benefits, unless you experience a qualifying mid-year event during the calendar year.

OFF-CAMPUS?

Login to secure.colostate.edu first!