

ELIGIBILITY

HOW TO ENROLL IN YOUR BENEFITS ONLINE THROUGH MY SELF-SERVE

ENROLL ON MY SELF-SERVE VIA PEOPLESOFT:

Self-Serve – Enroll online at www.fortbendisd.com.

1

Go to www.fortbendisd.com, and click on the “Staff” tab.

2

Log in to office 365 by entering in your firstname.lastname@fortbendisd.gov and your password. If you need to reset your password, call the Fort Bend ISD Customer Service Center at 281.634.1300.

3

Click Staff Links > My Self-Serve > Sign in to PeopleSoft. Your user ID should be firstname.lastname and enter your password.

4

Click Benefit Details > Benefits Enrollment > click “Select” (next of your job title) **You must select every edit button and waive the benefits you don’t wish to elect.**

5

Make benefit elections by clicking Edit > Update and Continue.

6

Click Update Elections to confirm your benefit elections.

7

When finished with enrollment click Submit on BOTH the Benefit Elections Page and the Submit Benefit Choices Page.

8

Click view, then print to print your Benefits Summary for your records. Disable your popup blocker to allow the pdf to appear.

Benefits Enrollment

The Information icon provides you with additional information about your enrollment. The Select button next to an event means it is currently open for enrollment.

Event Description T1	Event Date T1	Event Status T1	Job Title T1
New Hire	07/27/2026	Open	TEACHER

Benefits Enrollment Summary

Your Pay Period Cost: \$0.00 Full Cost: \$0.00

Plan Type	Current	New	Dependents or Beneficiaries	Pay Period Cost	Status
Medical	No Coverage	None	0 Dependents	\$0.00	Pending Review
Dental	No Coverage	None	0 Dependents	\$0.00	Pending Review
Vision	No Coverage	None	0 Dependents	\$0.00	Pending Review
Accident	No Coverage	None	0 Dependents	\$0.00	Pending Review
Disability	No Coverage	None	0 Dependents	\$0.00	Pending Review
Life	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 100	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 200	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 300	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 400	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 500	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 600	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 700	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 800	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 900	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1000	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1100	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1200	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1300	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1400	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1500	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1600	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1700	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1800	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 1900	No Coverage	None	0 Dependents	\$0.00	Pending Review
Supplemental Life & AD&D - 2000	No Coverage	None	0 Dependents	\$0.00	Pending Review