Choosing your beneficiaries

We are excited to announce that as part of our new partnership with Sun Life Financial, you may now go online to designate your beneficiaries and may designate different beneficiaries for different lines of coverage through wpsENROLL, a new on-line Beneficiary Designation enrollment system provided by Sun Life. When you visit www.wpsenroll.com, you will be prompted to name beneficiaries by line of coverage. We strongly encourage that you log in to confirm that your beneficiary information is accurate and up to date.

Before you log in
• Please be sure you have the names and addresses of any beneficiaries you would like to designate.
• If you are adding a spouse or child for the first time, you will also need their dates of birth.
• If you do not have a Social Security Number (SSN), please contact CMU Benefits.

How to access the system:

Please use the following information to access the new Beneficiary Designation enrollment system:
• Go to www.wpsenroll.com
• Enter your Username. Username= SSN (9 digit number without dashes)
• Enter your Password/PIN. Password/PIN= last 4 of SSN + 2 digit birth year

Example: An employee with SSN of 321-09-0023 and DOB of 6/7/1965 would use PIN of 002365

Important things to remember:
• You will use your Password/PIN to log into wpsENROLL.
• If you would like to make a change to a beneficiary after making your initial designation on this site, please click on the benefit and then select “UNLOCK”.
• You will be required to enter your Password/PIN a second time after making your beneficiary designation in order to confirm your election(s). This will serve as an “electronic signature.”

If you have questions about this site, please call the wpsENROLL call center at 800-227-9985.