Instructions for Establishing MetLife “MyBenefits” Account and Printing Vision/Dental ID Cards

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To take full advantage of your new MetLife supplemental benefits, SEC employees must establish an online account, known as MyBenefits, on MetLife’s website. The MyBenefits page will be your “go to” location for your claims and other valuable information about your MetLife benefits. The initial registration process for first-time users to access MyBenefits will take approximately 5 minutes.

MetLife dental and vision ID cards can be printed from your MyBenefits page by following the instructions below. You may then present your cards to dental and vision providers to assist them in locating your MetLife account information.

*Please note: if a vision provider requests your Social Security Number, you can provide only the last four digits along with your full name and date of birth. For dental, the provider can call 1-877-638-3379 and provide your full name to get the plan group number.

Access Website

1. Go to the SEC Select website located at www.sec.gov/secselect. On the lower left hand side is a link to MyBenefits – click on this link.

2. By clicking on the MyBenefits link, it will redirect you to the external MetLife website used for claims information. This is a separate system from the SEC Select website. As a result, you will need to register as a “First Time User” even if you have activated your account on
the SEC Select site, as that was for enrollment purposes only. Click on the hyperlink to www.metlife.com/mybenefits to transfer to the MyBenefits site.

3. On the right side, type “SEC” or “US Securities and Exchange Commission” in the “Account Sign In” box and click “Submit.”

4. Select “U.S. Securities and Exchange Commission” and click “Submit” from the dropdown menu under “Please select your company’s name.”
5. This will transfer you to the SEC landing page. Click on the “First Time User?” box on the right hand side.

Register on MyBenefits (first time only)

1. Complete the “Register for MyBenefits” form and click on Register. Please note that you must fill in all fields, including providing your social security number and date of birth. These two fields are used by MetLife to confirm your identity and locate your coverage information.
Register for MyBenefits

Create Your Profile. It’s Simple and Secure

Step 1: Personal Information
- First Name: 
- Last Name: 
- Social Security Number: 
- Date of Birth: [month] [day] [year] 
- Email Address: 
- Confirm Email Address: 

Step 2: User Name and Password
- Please check this box to use the above email address as your user name.
- User Name: 
- Password: [8-20 characters] 
- Confirm Password: [8-20 characters] 

Step 3: Security Questions
- These questions will be used to validate your identity.
- Question 1: [Select a Question] [Fill in your answer] 
- Question 2: [Select a Question] [Fill in your answer] 
- Question 3: [Select a Question] [Fill in your answer] 

Step 4: Terms of Use
- [Print]
- MetLife® Terms of Use for MyBenefits Website ("Terms of Use")
- I acknowledge that I have read and understand MetLife’s Terms of Use

Click here to view our Browser Support
2. Once you are registered, a confirmation screen will appear with the option to elect paperless explanations of benefits. Mark your election and click on “Save & Continue.”

3. This will bring up your MyBenefits page.
Print out a Dental ID Card

1. On the right hand side of your MyBenefits page is the link “Print Your Dental ID Card.” Click here.

2. Click on the Print link on the upper right side. Select a physical printer or “Adobe PDF” to create a pdf of your Dental ID Card.
Print out a Vision ID Card

1. At the top of your MyBenefits page, there are tabs labeled "Vision" or "See All Benefits," depending on your MetLife elections. Click on the "Vision" tab to transfer to your vision information.

2. You can also click on “See All Benefits” and then click on “Vision Benefits” to transfer to your vision information.

3. On the right hand side of the Vision page is a link "Get My Vision ID Card." Click here.

4. Select your "State" from the drop-down menu, then click “Go.”
5. Print your card to a physical printer or select “Adobe PDF” as your printer to create a PDF copy.