Benefits: How To View Your Benefit Elections

You can view your benefit elections at any time in USFWorks.

Follow these steps:

1. Log in to USFWorks and click Benefits and Pay.



2. On the next page, click **Benefits** and then **Benefits by Date**.



3. Then, for **View as Of**, to view your benefit elections as of today's date, enter today's date and then click **OK**.

| Benefit Elections as of Date |
|------------------------------|
| View As Of * 12/19/2024 |
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| OK Cancel |

NOTE: To view your benefit elections as of a different date, you just need to enter the relevant date.

e.g. If 2026 Open Enrollment has closed but the current date is 11/20/2025, to view your upcoming 2026 benefit elections, you need to enter 1/1/2026.

4. On the next page, you will see your benefit elections effective on the 'View as Of' date entered on the previous page. You can download a copy by clicking on **PDF** in the top right of the page.

