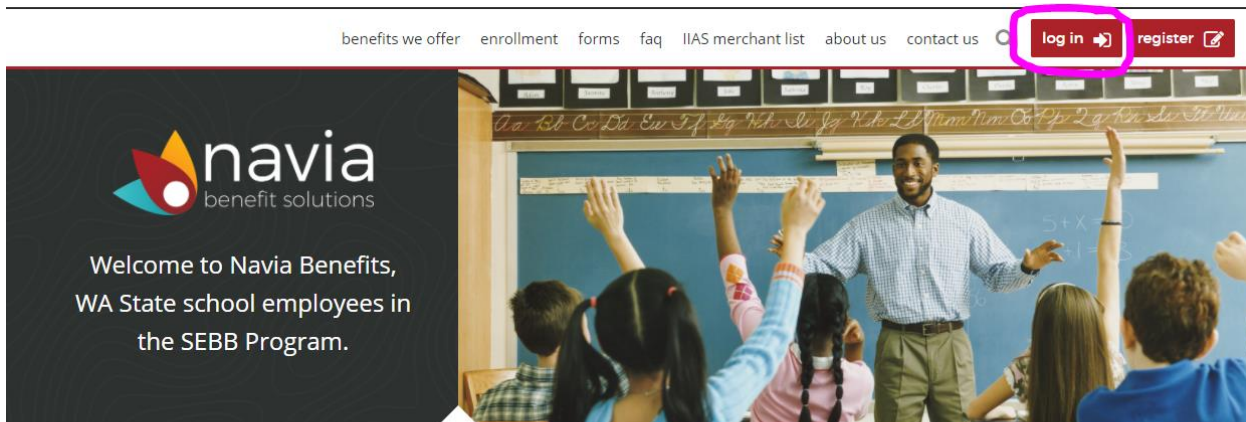


# Medical Flexible Spending Arrangement (FSA) or Dependent Care Assistance Program (DCAP)

<https://sebb.naviabenefits.com>

1. Go to <https://sebb.naviabenefits.com>
2. Click “log in”

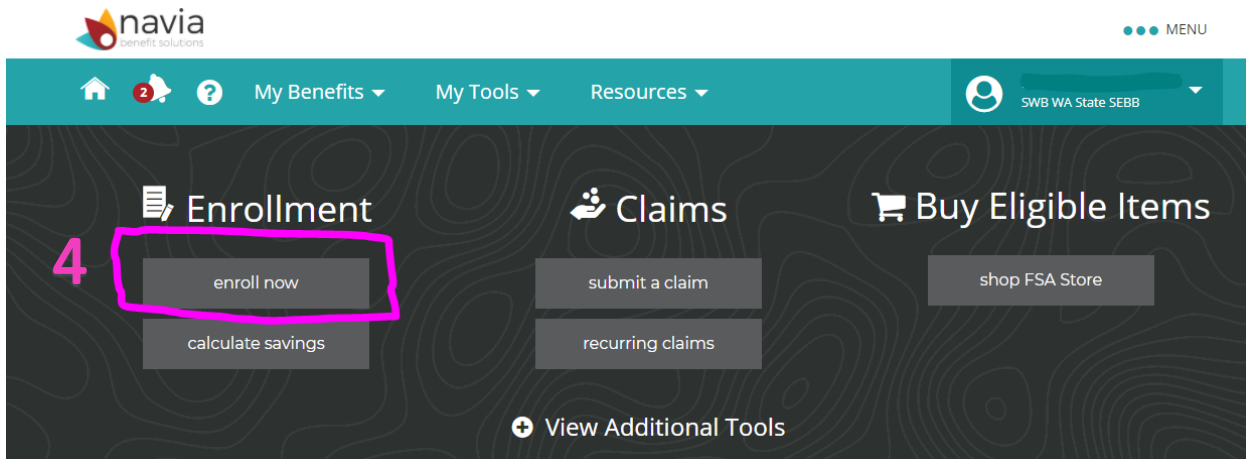
2



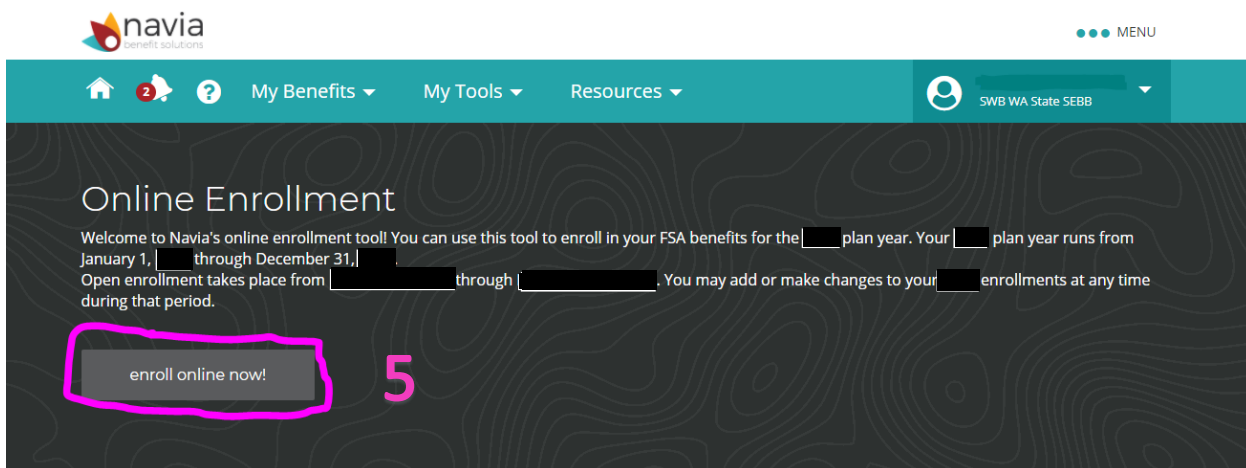
3. Enter your user name and password and click “login”
  - If you forgot your log in information, click “forgot username” or “forgot password”
    - Employer code: **SWB**



4. Under Enrollment click “enroll now”



5. Click “enroll online now!”



6. Check the box and enter the annual amount for the benefit you want to enroll in
  - Annual amount will be divided by 12 to determine your monthly deduction from your paycheck.
  - Annual Maximums
    - Flexible Spending Arrangement - \$2,750.00
    - Dependent Care Assistance Program - \$5,000.00
7. Update or remove direct deposit information
8. Check box “By checking this box, you agree to Navia’s Terms and conditions.”
9. Click “submit online enrollment!”

The screenshot shows the 'Online Enrollment' page for SWB WA State SEBB. The page has a teal header with navigation links: Home, My Benefits, My Tools, and Resources. A user profile icon and 'SWB WA State SEBB' are in the top right. The main content area is dark grey with white text. The title 'Online Enrollment' is followed by a welcome message and enrollment details. Below this is the 'your benefit elections' section, which includes a table for selecting benefits and entering annual amounts. The 'direct deposit' section is below that, with buttons for editing or removing direct deposit. At the bottom, there is a checkbox for agreeing to terms and conditions, and buttons for 'submit online enrollment!' and 'cancel'. Pink annotations highlight specific elements: a '6' next to the benefit selection checkboxes, a box around the 'your plan year election amount' input fields, a '7' over the account file information, a box around the terms and conditions checkbox with an '8', and a box around the 'submit online enrollment!' button with a '9'.

Online Enrollment

Welcome to Navia's online enrollment tool! You can use this tool to enroll in your FSA benefits for the [ ] plan year. Your [ ] plan year runs from January 1, [ ] through December 31, [ ]. Open enrollment takes place from [ ] through [ ]. You may add or make changes to your [ ] enrollments at any time during that period.

your benefit elections

Enter the total amount you would like to contribute for the plan year

	your plan year election amount	Navia Benefits Card (no cost)
<input type="checkbox"/> Flexible Spending Arrangement	\$ [ ]	Automatic
<input type="checkbox"/> Dependent Care Assistance Program	\$ [ ]	Automatic

direct deposit

You are currently signed up for direct deposit. You may edit or remove your account info below.

Account currently on file: [ ]

By checking this box, you agree to Navia's [Terms and conditions](#).