First Time User Login Instructions

For first time user please visit the enrollment website at www.benefitsolver.com to Register.

As shown below Click Register to begin the process.

Once you have clicked the Register button it will prompt you to enter in Spring ISD’s Company Key springisd (note all lower case, no spaces), your SSN, and Date of Birth (MM/DD/YYYY). Once this is completed please Click Continue.
Next you will be able to create a User Name and Password for you login. Please make sure your password is at least 8 characters and contains no spaces. **Note: Your User Name, Password, and Answer to the Security question will be CASE SENSITIVE.**

After you have confirmed your register, you will be prompted to Login for the first time. Remember your User Name and Password are case sensitive.
Please read and accept the Electronic Signature Agreement as the final step in the register process.

Once this is completed you will have full access to your Benefits Site. Here you can find Plan Information, including necessary forms, and contact information for all of your vendors.
Did you forget your User Name or Password?

If at anytime you forget your User Name or Password, click on the **Forgot your user name or password** link below.

Once again you will be prompted to fill in Spring ISD’s Company Key (**springisd**), your SSN, and Date of Birth (MM/DD/YYYY). Click **Continue** and your Security Question will appear. **Please remember your Security Question is case sensitive.** Once this is completed Click **Continue.**
Here you will be prompted to reset your Password, note your User Name is recovered. Please remember your Password must be at least 8 characters long, no spaces are allowed and is case sensitive. Once completed Click Continue.

After your password is reset you will be automatically logged into your Benefits Website.