



## Lakota Benefits

# How to access your benefit election summary through Employee Navigator



1. Login to [employeenavigator.com](http://employeenavigator.com) and register your account
  - a. When the employee registers for the first time, the following credentials will need to be added by the employee:
    - First and Last Name
    - Date of Birth
    - Last Four of SSN
    - Company Identifier "LakotaSchools" (Enter as is with no space)
 Your credentials must match your Lakota district information and your Lakota district email. The system will not recognize alternate first names or incomplete last names. Meaning your name must match that of your social security card.
2. Enter the 2-factor verification received via your Lakota District email address.
3. Select "Enrollment Summary" tile

Upon reviewing your benefit summary, if you see any discrepancies or have questions about your elections, please call BPA at (833) 202-9966 to speak with a benefits counselor.

### Verify Your Account

First, let's find your company record

First Name

Last Name

Company Identifier  
(provided by HR)

PIN  
(Last 4 Digits of SSN / ID)

Birth Date  
(mm/dd/yyyy)