



COMPLETE YOUR OPEN ENROLLMENT IN 3 EASY STEPS

Employer: Glencoe-Silver Lake ISD 2859

New User Code: ESN-gsl125

Open Enrollment Dates: 12/01/2024 - 12/19/2024

1. Use your web browser to navigate to <https://aviben.lh1ondemand.com/Login>

2. Log In

Existing Users – Log in with your username and password.

New Users – Enter the New User Code to get started.

3. Update your personal information and complete the enrollment questionnaire.

REMEMBER TO DOCUMENT YOUR USERNAME AND PASSWORD FOR FUTURE USE

Please have the following information available while completing your enrollment:

Full Names, Dates of Birth and Social Security Numbers for the participating employee and all dependents.

Address, Phone Number and Email Address

It may be helpful to use your personal email address rather than your employer sponsored email address to avoid the need to update your information upon separation of employment or retirement.

PLEASE CHECK YOUR EMAIL ADDRESSES AND MAILING ADDRESSES FOR ACCURACY

Please see your employer for benefit related questions regarding your open enrollment.

For technical support, please contact Aviben.

Customer Service: (888) 507-6053 8AM CST – 6 PM CST

claimsupport@aviben.com

www.aviben.com