



## 1. Pay Warrant Designee

## 2. CalPERS Retirement

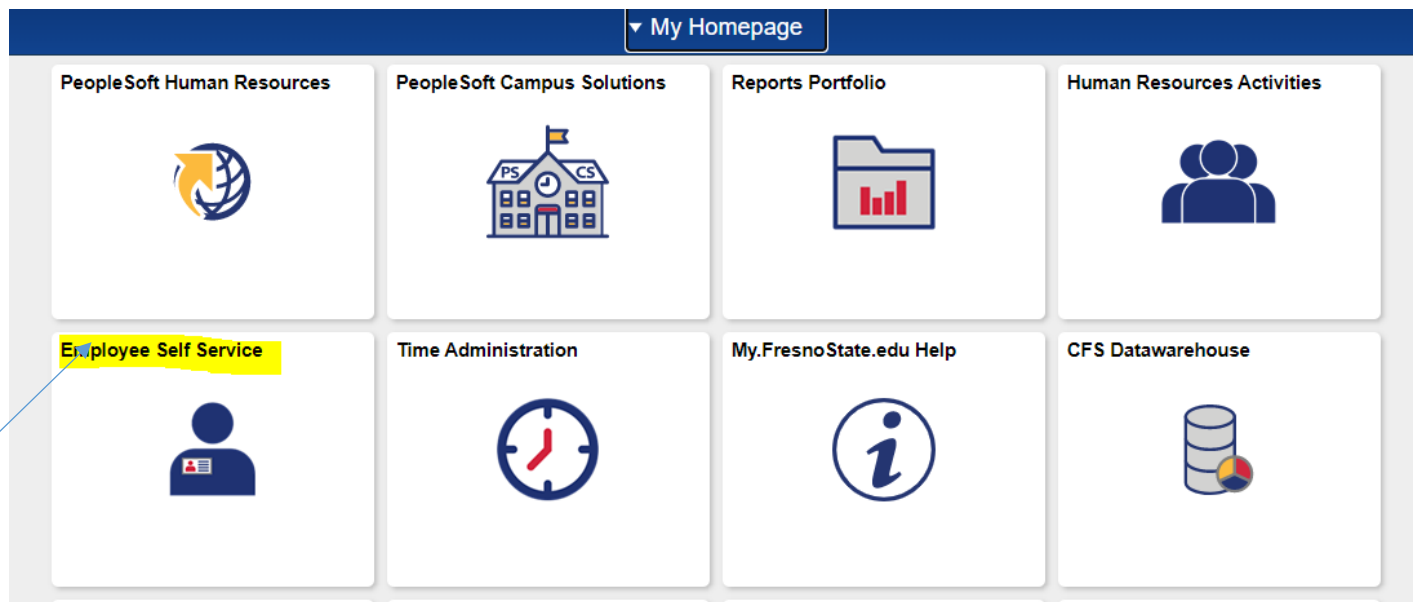
## 3. The Standard Life Insurance

To ensure your beneficiaries are up to date in your benefit accounts, you will have to update them in myFresnoState portal, CalPERS retirement portal, and or The Standard.

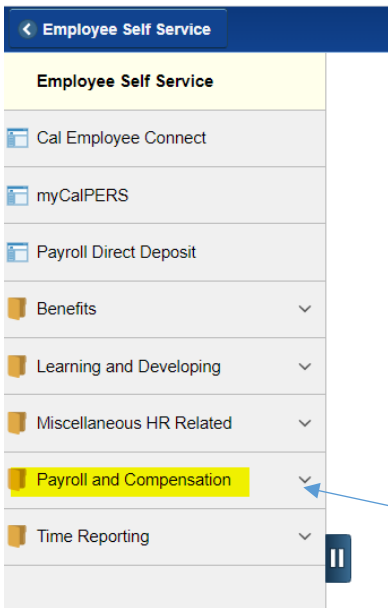
## 1. Pay Warrant Designee

Change Designee in PeopleSoft Self Service: myFresnoState

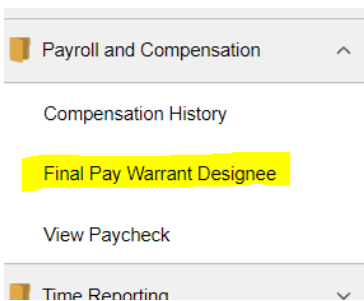
### 1. Starting on the 'My Homepage' click on 'Employee Self Service'



## 2. Click on 'Payroll and Compensation'



## 3. Next click on 'Final Pay Warrant Designee'



## 4. Click on 'Change Designee' and input information for Primary Designee & Contingent Designee

### Primary Designee

Find | View All First 1 of 2 Last

Change Designee

Effective Date 04/02/2019 Status Active

Contact Name (First |  
(Must be 18 years or older)

**Address**

Country USA

Address 1

Address 2

City Postal 93611

Telephone

Relationship to Employee Spouse

Effective Date Status  Change Designee

Contact Name (First Middle Last)  
(Must be 18 years or older)

**Address**

Country USA

Address 1

Address 2

City State Postal

Telephone

Relationship to Employee

**Contingent Designee**

5. If you want to add a 2<sup>nd</sup> contingent designee you can click on the option below. Once you are finished adding designee's click on 'I Agree'

<<< Add A Second Contingent Designee >>>

**Date Time Stamp**

6. Scroll to the top of the page and press 'Print' if you would like to print a copy of your designees. Designee's can be changed at anytime.

**Designation of Person(s) Authorized to Receive Warrants**

Pursuant to Section 12479 of the Government Code, I hereby designate the following person(s), trust, estate, or corporate provision of the law, shall be entitled upon my death to receive all state warrants that would have been payable

For more information, please contact Human Resources at (559) 278-2032.

*Important: This is NOT a designation for payment of death benefits or refund of employee retirement contributions. A Designation, must be completed to file a designation with the California Public Employees' Retirement System*

Print

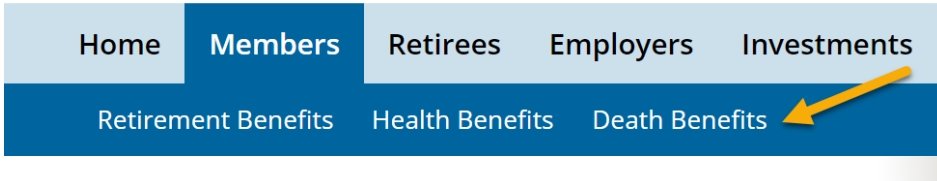
Primary Designee

Find | View All    First  1 of 3  Last

## 2. CalPERS Retirement

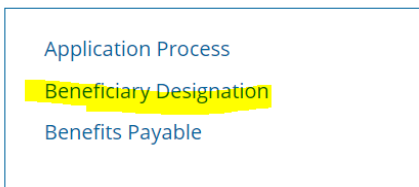
888-225-7377

1. Begin at the CalPERS website: <https://www.calpers.ca.gov/>
2. Click on 'Members', then click on 'Death Benefits'.



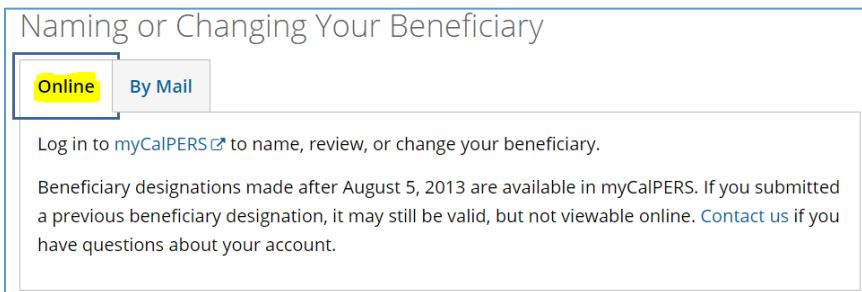
3. After clicking on Death Benefits, click on 'Beneficiary Designation'.

### Death Benefits



4. The next page will give you an option to change your beneficiary designation either via online or by mail.

If you prefer to submit your beneficiary designations via paperform and mail them to CalPERS, you can



download and print the form from their website and mail it to the address listed on the form.

When you click either tab, detailed instructions will walk you through step-by-step on how to make changes.

#### Online Instructions:

1. Begin on the CalPERS website: <https://www.calpers.ca.gov/>
2. Click 'Log in to myCalPERS'.

Once you login to your CalPERS account, click 'Retirement' then click 'Beneficiaries'

Home

Retirement ^

Health v

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Retirement Summary

Service Credit

Retirement Estimate

Calculator

Apply For Retirement

Beneficiaries

All Retirement



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your retirement check on your mobi

If designations have already been made, they will be prepopulated. If the designations are correct there is nothing further you would need to do. If there are changes you would like to make you can click on the 'Change My Beneficiaries' button to make changes. Just follow the prompts to make changes.

Beneficiaries effective as of 12/07/2017

**Primary Beneficiary**  
Spouse  
100.00%

[Update Information](#)

**Secondary Beneficiary**  
Child  
33.33%

[Update Information](#)

**Secondary Beneficiary**  
Child  
33.33%

[Update Information](#)

**Secondary Beneficiary**  
Child  
33.33%

[Update Information](#)

[Change My Beneficiaries](#)

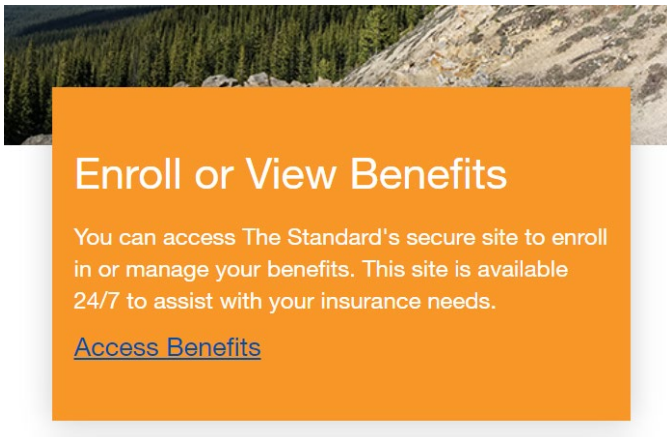
# 3. The Standard Life Insurance

800-378-5745, CSUbenefits@standard.com

Life insurance beneficiaries for the Basic and/or Voluntary Life insurance policies administered by The Standard can be updated online or through a paper form. An online account is necessary to facilitate a beneficiary change through their online system.

<https://sites.standard.com/mybenefits/csu2>

Click "Access Benefits"

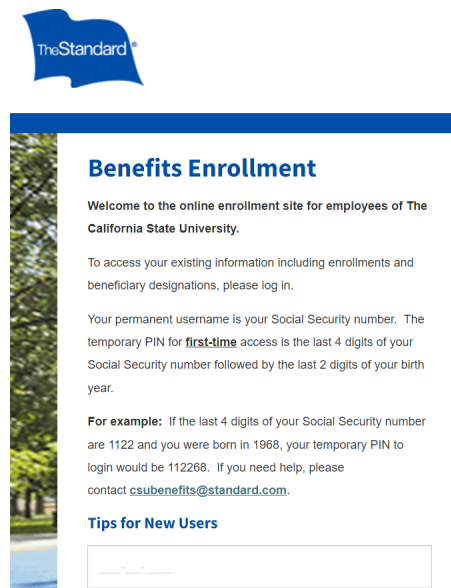


**Enroll or View Benefits**

You can access The Standard's secure site to enroll in or manage your benefits. This site is available 24/7 to assist with your insurance needs.

[Access Benefits](#)

Follow the prompts on the website to create your account or login



**The Standard**

### Benefits Enrollment

Welcome to the online enrollment site for employees of The California State University.

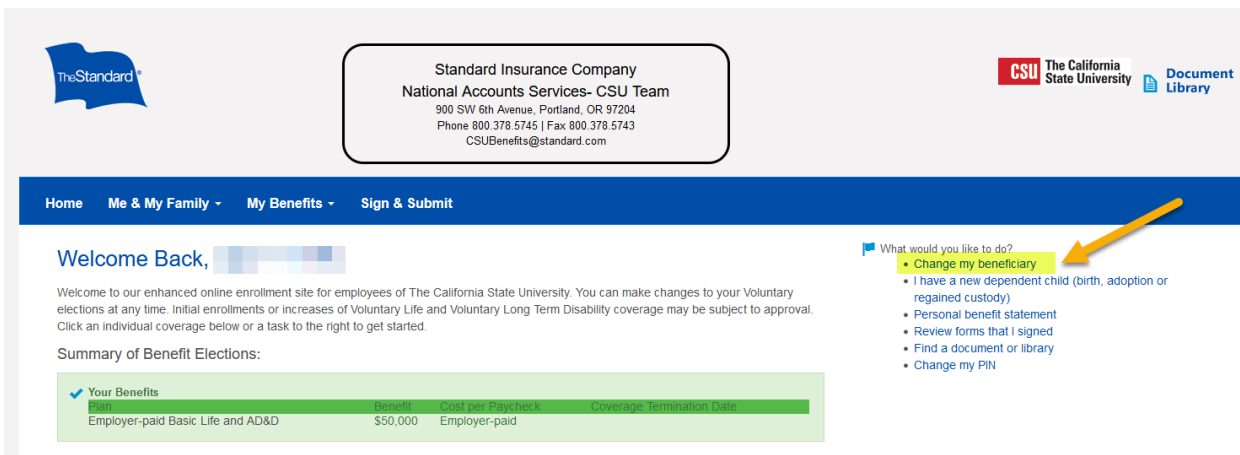
To access your existing information including enrollments and beneficiary designations, please log in.

Your permanent username is your Social Security number. The temporary PIN for **first-time** access is the last 4 digits of your Social Security number followed by the last 2 digits of your birth year.

**For example:** If the last 4 digits of your Social Security number are 1122 and you were born in 1968, your temporary PIN to login would be 112268. If you need help, please contact [csubenefits@standard.com](mailto:csubenefits@standard.com).

**Tips for New Users**

When on the website click 'Change my beneficiary'



**The Standard**

Standard Insurance Company  
National Accounts Services- CSU Team  
900 SW 6th Avenue, Portland, OR 97204  
Phone 800.378.5745 | Fax 800.378.5743  
[CSUBenefits@standard.com](mailto:CSUBenefits@standard.com)

**CSU** The California State University **Document Library**

Home Me & My Family - My Benefits - Sign & Submit

Welcome Back, [blurred name]

Welcome to our enhanced online enrollment site for employees of The California State University. You can make changes to your Voluntary elections at any time. Initial enrollments or increases of Voluntary Life and Voluntary Long Term Disability coverage may be subject to approval. Click an individual coverage below or a task to the right to get started.

Summary of Benefit Elections:

Plan	Benefit	Cost per Paycheck	Coverage Termination Date
✓ Your Benefits	Employer-paid Basic Life and AD&D	\$50,000 Employer-paid	

What would you like to do?

- **Change my beneficiary**
- I have a new dependent child (birth, adoption or regained custody)
- Personal benefit statement
- Review forms that I signed
- Find a document or library
- Change my PIN