

# How to Log In to My UT Benefits

(for Retirees from institutions other than UT Austin and Stephen F. Austin)

Go to <https://utbenefits.link/manage>  
Select the option for All Other UT Institutions

## Retired Employees

From UT Austin and Stephen F. Austin State University

Log in with institution credentials (SSO)

From All Other UT Institutions

Log in with Username & Password

To arrive at the login screen:

## Welcome to My UT Benefits!

Please log in to your account below.

Username  [Forgot username](#)

Password  [Reset password](#)

[Can't access your account?](#)

Supported Browsers  
[Learn about Officially Supported Browsers](#)

Log in with your username and password.

Your username is sent to you each annual enrollment from the Office of Employee Benefits. It is a CAMPUS PREFIX (below) + your employee ID. If you don't receive or can't find the username sent, click "Can't access your account?"

Campus	Abbreviation
UT Arlington	UTARL
UT Dallas	UTD
UT El Paso	UTEP
UT Health Houston	UTHSCH
UT Health San Antonio	UTHSCSA
UT HSC Tyler	UTHCT
UT MDA	UTMDACCH

Campus	Abbreviation
UT Medical Branch at Galveston	UTMBG
UT Permian Basin	UTPB
UT Rio Grande Valley	UTRGV
UT San Antonio	UTSA
UT Southwestern	UTSW
UT System Admin	UTSADMIN
UT Tyler	UTT

## Your password

**If you have previously logged into My UT Benefits**, please use your updated personal password.

**If you've never logged in to My UT Benefits or you've never changed your password**, the default password is

Last name (first letter capitalized) + last 4 digits of your social security number.

Example: Smith1234

**If you don't remember your password**, you can click on the " Can't access your account?" link below the login area.

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Once logged in, you'll arrive at the enrollment start page which looks similar to the screen below. The blue button may be named differently depending on the time of the year (enrollment period vs. other times).

The screenshot shows a user interface for "My UT Benefits". At the top, it says "Welcome to My UT Benefits!". Below this, there is a paragraph explaining that users can change benefit elections and add, update, or remove eligible dependents during the Annual Enrollment period (July 15 - July 31) for a September 1 effective date. There is a "Show more" link. A prominent blue button labeled "Get Started >" is visible. At the bottom of the page, there is a "Welcome back" message on the left. On the right, there are two circular icons: one with the number "15" labeled "ACTIVE BENEFITS" with a "View benefits" link, and another with the number "1" and a gear icon labeled "TO DO ITEMS" with a "View to do list" link.

**Follow the workflow to complete your changes.**

**Be sure to save your changes and complete your enrollment before exiting the system.**

You may view/save/print your confirmation statement on the home screen under the Benefits tab at the top or the "Print your benefits" link in the middle ribbon of that page.

FOR TECHNICAL ASSISTANCE WITH LOGIN OR SITE NAVIGATION, PLEASE CALL MY UT BENEFITS SUPPORT AT 1 (844) 870-0044, (Available M-F, 8am – 5pm CST).