

Enrollment Made Easy.



Staying enrolled in VSP and continuing to prioritize your eyes is easier than ever. In fact, you don't have to lift a finger to stay enrolled in your current plan option. But, if you need to make a change, such as updating dependents on your Premier Plan, upgrading to the Premier Plan, or terminating your Premier Plan coverage, use this guide to help you process the changes online.

Note: If you term from the Premier Plan, you and your eligible dependents will automatically be enrolled in the Basic Plan for the 2027 plan year.

1. Gather your information. You'll need:

- Your date of birth
- Your enrollment code or the last four digits of your SSN

2. Visit **csuactives.vspforme.com**.

3. Click 'Enroll Now/Make Changes.' You'll then be taken to the enrollment website.



Your well-being
is at the heart of
everything we do.

Create an account, find your local VSP® network doctor, and view your benefit information at **csuactives.vspforme.com**.



OPEN ENROLLMENT DATES
September 14 - October 9, 2026

Prioritize Your Eyes with VSP

CSU benefit-eligible employees have two great vision plans to choose from. You don't need to lift a finger to keep your vision coverage for 2026. But, if you want more savings on frames or contact lenses, open enrollment is the perfect time to upgrade from the Basic Plan to the Premier Plan.

Click 'View Your 2026 Plan' and 'How to Enroll User Guide' to learn more about your options and how to upgrade your vision coverage for 2026 then click 'Enroll Now/Make Changes' to get started. Not sure which plan is right for you? Click 'Which Plan is Right for Me?'

Note: When you enroll in the Premier Plan you must also enroll any dependents you wish to cover or they will lose coverage.



Enrollment Quick Links

How to Enroll User Guide	Enroll Now/Make Changes	FERPS: Enroll Now/Make Changes	View Your 2026 Plan
Which Plan Is Right for Me?	Basic Plan Evidence of Coverage*	Premier Plan Evidence of Coverage*	
New Hire/FERP/Qualifying Event Enrollment Form	View Your 2025 Plan	CSU Employee Open Enrollment	

4. Enter your information, then click 'Search.'



Let's Get Started – Enter Your Personal Information

Enrolling in VSP is quick and easy. And when it comes to your personal health information, you can trust VSP will maintain the privacy and security of your personal and protected health information. Enjoy your vision coverage with peace of mind.

Your Personal Details

All fields are required unless noted

First Name

Last Name

Date of Birth

JAN

▼

01

▼

And ONE of the Following:

Last 4 Digits of Your SSN

OR

Enrollment Code

Search

Search Tips

- You can find your enrollment code on the open enrollment mailing you received.
- If you don't have an enrollment code, please enter the last four digits of the number requested instead. These digits are needed to help identify you for enrollment and are only needed if you don't have an enrollment code.
- It's helpful to search your full name first, and then try any nicknames. For example, Robert vs. Bob.

5. On the next screen, you'll enter your personal details, such as your name, date of birth, gender, address, and email.

Your personal information will automatically populate if you're already enrolled in the Premier Plan. To edit or cancel your Premier coverage, click 'Edit' or 'Cancel' at the bottom of the page to complete your changes.

Open Enrollment Progress

1

2

3

ENROLLMENT

REVIEW

CONFIRMATION

Enter Your Personal Details (Cont.)

All fields are required unless noted

First Name:

FIRST

Last Name:

LAST

Last Four of SSN:

DATE OF BIRTH:

Month Day YEAR

Gender:

Select One

Address:

1234 STREET

Address 2: (Optional)

CITY:

CITY

State:

Select State

Zip Code:

Email:

Confirm Email:

Phone Number (Optional)

6. Once you've entered your information, you can add or remove any dependents you'd like to include on your VSP plan. To remove a dependent, click 'Remove' next to their name. To add a dependent, click 'Add Dependent' and enter their information.

Please note: Dependents must be enrolled in the same plan as the enrollee.

Dependents

Number of dependents (Max Age Limits: Student-26 Child-26):

Have 11 or more dependents? Before scheduling your appointment, please call 800.400.4569 to have your list of dependents updated.

- ☐ No dependents
- ☒ 1 or more dependents

	RELATIONSHIP	FIRST NAME	LAST NAME	DATE OF BIRTH	GENDER	
1.	Relationship			Month Day YEAR	Select One	Remove
Add Dependent						

7. Once you've updated the dependent section, please read and accept the Enrollment Terms, then click 'Continue Enrollment.'

Enrollment Terms

By accepting the enrollment terms, I agree that all information is true and accurate. I understand that I am enrolling in this voluntary plan for a twelve (12) month period, unless there is an approved qualifying event. I understand my VSP plan will automatically renew unless I specifically elect not to renew. I authorize my VSP premiums to be deducted directly from my payroll/pension check, and uncollected premiums for two consecutive months will result in the termination of my plan and could result in collection action for any unpaid premiums, unless other payment arrangements are made.

- ☒ I accept the Enrollment Terms
- ☒ I'd like to receive essential information about my vision benefits, exclusive savings, eyewear trends, and tips to keep my eyes healthy. (Optional)

Exit

Continue Enrollment

8. Review your information, elections, and dependent information. If everything looks good, select 'Confirm Enrollment.'

First Name

FIRST

Last Name

LAST

Address

1234 STREET

Address 2

Last Four of SSN:

-

Date of Birth

-

City

CITY

State

-

Zip Code

12345

Gender

-

Email

EMAIL@EMAIL.COM

Phone Number

Billing Frequency

MONTHLY

Rate

-

Edit Enrollment

Enrollment Terms

By accepting the enrollment terms, I agree that all information is true and accurate. I understand that I am enrolling in this voluntary plan for a twelve (12) month period, unless there is an approved qualifying event. I understand my VSP plan will automatically renew unless I specifically elect not to renew. I authorize my VSP premiums to be deducted directly from my payroll/pension check, and uncollected premiums for two consecutive months will result in the termination of my plan and could result in collection action for any unpaid premiums, unless other payment arrangements are made.

Exit

CONFIRM ENROLLMENT

9. You'll receive a confirmation number. You can print this page for your records, but you'll also receive a confirmation email.

Open Enrollment Progress



Enrollment Confirmed: Welcome to the VSP Family!

You have successfully completed the enrollment process. Your enrollment will be effective as of 01/01/2026.

Please [print this page](#) for your records.

A confirmation email will also be sent to your email address (if you provided one).

Your enrollment confirmation number is **E432270695**

Enrollment Details

Enrollment Confirmation Number:

XXXXXXXXXX

Enrollment Level:

Member Only

Benefit Effective Date:

01/01/2027

You can also enroll or make changes over the phone by contacting VSP Member Services at **800.400.4569**.

Benefits at Your Fingertips.

You'll get the most out of your vision benefits when you log in—view your personalized benefits, review your claim history, print your Member ID Card, and more. Here's how to get started with your VSP benefits:

- Log in to your VSP member account (or create one if you don't have one already) by visiting **csuactives.vspforme.com** and clicking 'Log In/Create My Account.'
- Once logged in, find a VSP network doctor near you! You can also view your benefits information and more.
- At your appointment, just tell your VSP network doctor you have VSP—we'll take care of the rest! No ID card is needed.

Questions? Contact us at **800.400.4569**.

Fictitious test accounts were used to generate screenshots for this document. Any information shown does not reflect actual member information. Your effective date and plan options may be different and your confirmation number will be different from what is depicted in this document. Any similarity to actual persons, living or dead, or actual events, is purely coincidental.

To learn about your privacy rights and how your protected health information may be used, see the VSP Notice of Privacy Practices on [vsp.com](#).

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