

2025 Annual Enrollment Meeting Schedule

Week 1: *Benefits Breakdown - A Deep Dive into Your Benefits*

Date	Event Location	Time
Monday, Oct. 21	West Campus WH-01A (WC.150.10)	9:00 a.m. - 10 a.m. 11:30 a.m. - 12:30p.m. 2:00 p.m. - 3:00 p.m.
Tuesday, Oct. 22	Austin Conference Center A	9:00 a.m. - 10 a.m. 11:30a.m. - 12:30 p.m. 2:00 p.m. - 3:00 p.m.
Tuesday, Oct. 22	PFW - Pavilion for Women 4 th Floor Conference Rooms D-F	9:00 a.m. - 10 a.m. 11:30 a.m. - 12:30 p.m. 2:00 p.m. - 3:00 p.m. 8:00p.m. - 9:00 p.m.
Wednesday, Oct. 23	The Woodlands Campus Conference Room A (WL.0280.01)	9:00 a.m. - 10a.m. 11:30 a.m. - 12:30 p.m. 2:00 p.m. - 3:00 p.m.
Wednesday, Oct. 23	Teams Virtual AE Meeting	8:00 p.m.- 9:00 p.m.
Thursday, Oct. 24	West Loop South - Basement	9:00 a.m. - 10 a.m. 11:30 a.m. - 12:30p.m. 2:00 p.m. - 3:00 p.m.

Week 2: *Annual Enrollment Benefit Fairs*

Date	Event Location	Time
Monday, Oct. 28	West Loop South - Basement	10:00 a.m. - 2:00 p.m.
Tuesday, Oct. 29	PFW - Pavilion for Women 4 th Floor Conference Rooms D-F	7:00 a.m. - 4:00 p.m.
Tuesday, Oct. 29	Austin Conference Center A	10:00 a.m. - 2:00 p.m.
Wednesday, Oct.30	The Woodlands Campus Lobby 1 st Floor	10:00 a.m. - 2:00 p.m.
Wednesday, Oct. 30	Medical Center Auxiliary Bridge	6:30 p.m. - 8:30 p.m.
Thursday, Oct. 31	West Campus WH-01A (WC.150.10) & West Campus WH-01B (WC.150.20)	10:00 a.m. - 2:00 p.m.

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Week 3: Virtual and In-person Enrollment Assistance

Date	Event Location	Time
Wednesday, Nov. 6	Employee Service Center	7:30 a.m. - 2:30 p.m.
Thursday, Nov. 7	Employee Service Center	7:30 a.m. - 2:30 p.m.
Friday, Nov. 8	Medical Center FC-Epic Training Center 19 th floor (C.1960.20, Room 2)	8:00 a.m. - 3:00 p.m.
Friday, Nov. 8	Austin Conference Center A	7:30 a.m. - 2:30 p.m.

Microsoft TEAMS online appointments

Please click [here](#) to schedule an appointment with a member of our Benefits team.