

# Online EOI Submission Guide

Policyholder name: Pottstown School District

Policyholder number: 00616090-0001-000

Client ID: U694424

Selecting the right amount of insurance is important to ensure you and your loved ones are financially protected. At OneAmerica® our enhanced Evidence of Insurability (EOI) digital solution streamlines the process with a secure step-by-step easy to comprehend application, available 24/7 on any smartphone, tablet or computer.

## Login Process

Get started by going to [www.oneamerica.com/eoi](http://www.oneamerica.com/eoi)

- Choose your login type: Employee.
- Fill in your client ID, work email address, first and last name. Hit “Submit”.
- You will receive an email containing your unique link and additional information on accessing the online EOI application.
- Click your unique email link to continue to our secure digital solution.

## Application Process

Once your personal identification information is verified, click “Start Now” to begin the process.

- Select your chosen insurance coverage requiring EOI (i.e. Life only, Disability only or Life and Disability).
- Fill in personal demographic information
  - If you are requesting spouse/domestic partner coverage when EOI is required, please fill-in their name and unique email address so they can be prompted to complete the EOI process once you have submitted your application.
- Complete health questions.
- Review and sign via DocuSign.



## Response Process

Receive immediate response.

- If approved, you and your employer will receive a confirmation email.
- If referred, you will receive an email or letter via United States Postal Service (USPS) outlining the additional information needed.
- If declined, you will receive a letter via USPS with more information.

Please visit [bit.ly/eoiDigitalSolutionFAQ](https://bit.ly/eoiDigitalSolutionFAQ) to view our frequently asked questions, or contact our Employee Benefits Customer Engagement Center at **800-553-5318**.

**Note:** Products issued and underwritten by American United Life Insurance Company® (AUL), Indianapolis, IN, a OneAmerica company.

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