

ENROLLMENT GUIDE



\$750 Max



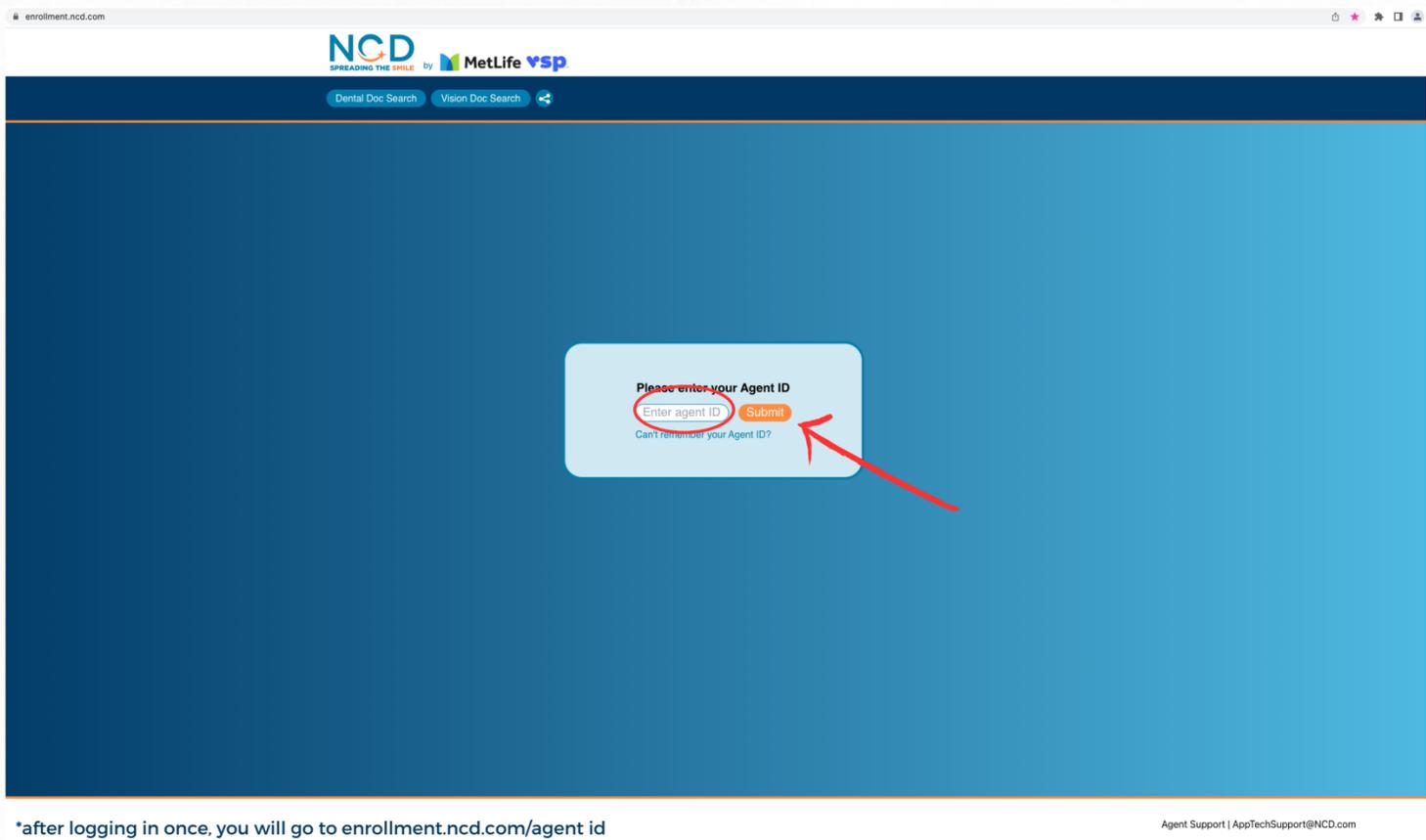
\$2,000 Max



\$10,000 Max

01.

- GO TO ENROLLMENT.NCD.COM*
- ENTER YOUR AGENT ID
- CLICK SUBMIT

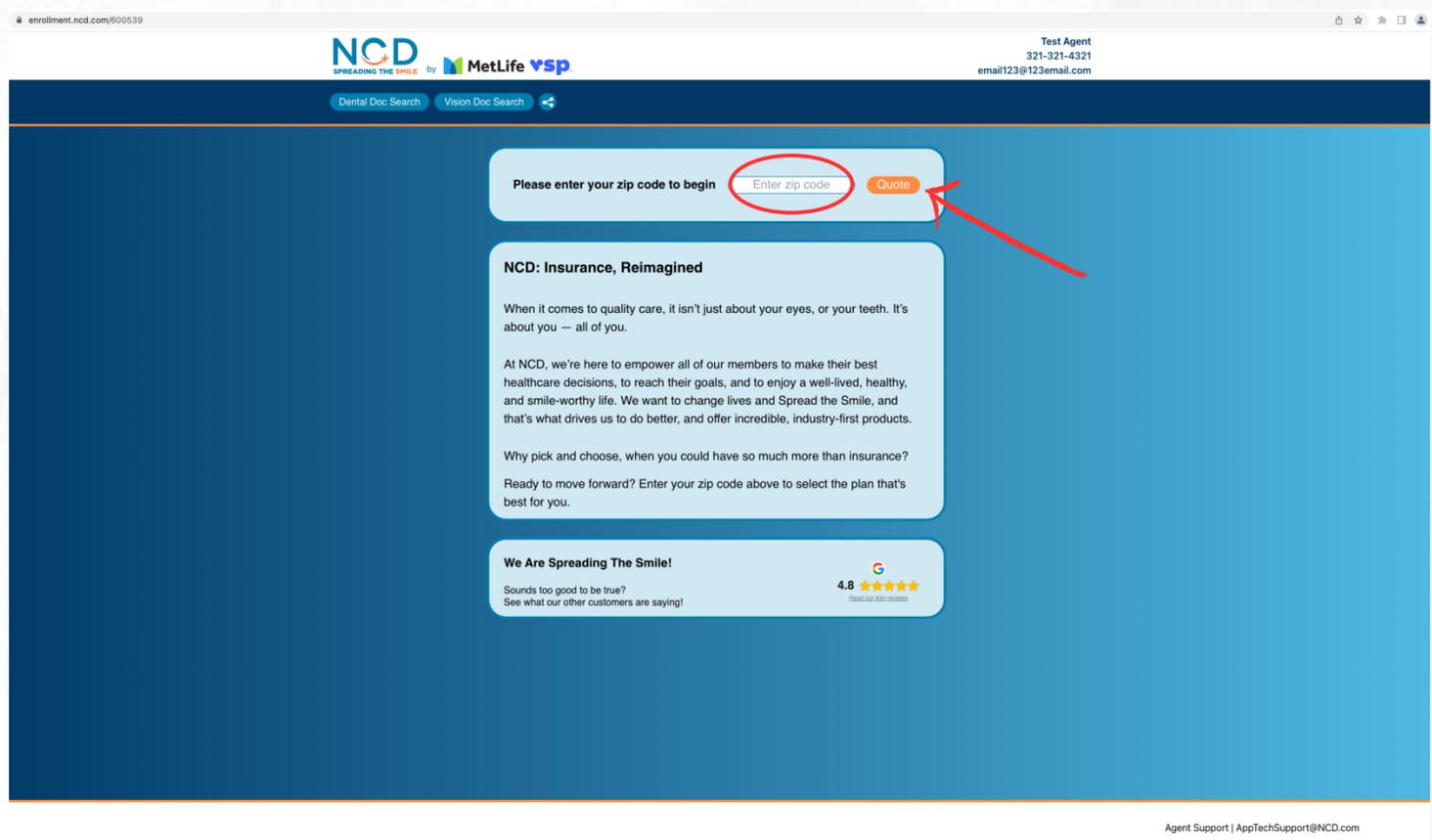


*after logging in once, you will go to enrollment.ncd.com/agent id

Agent Support | AppTechSupport@NCD.com

02.

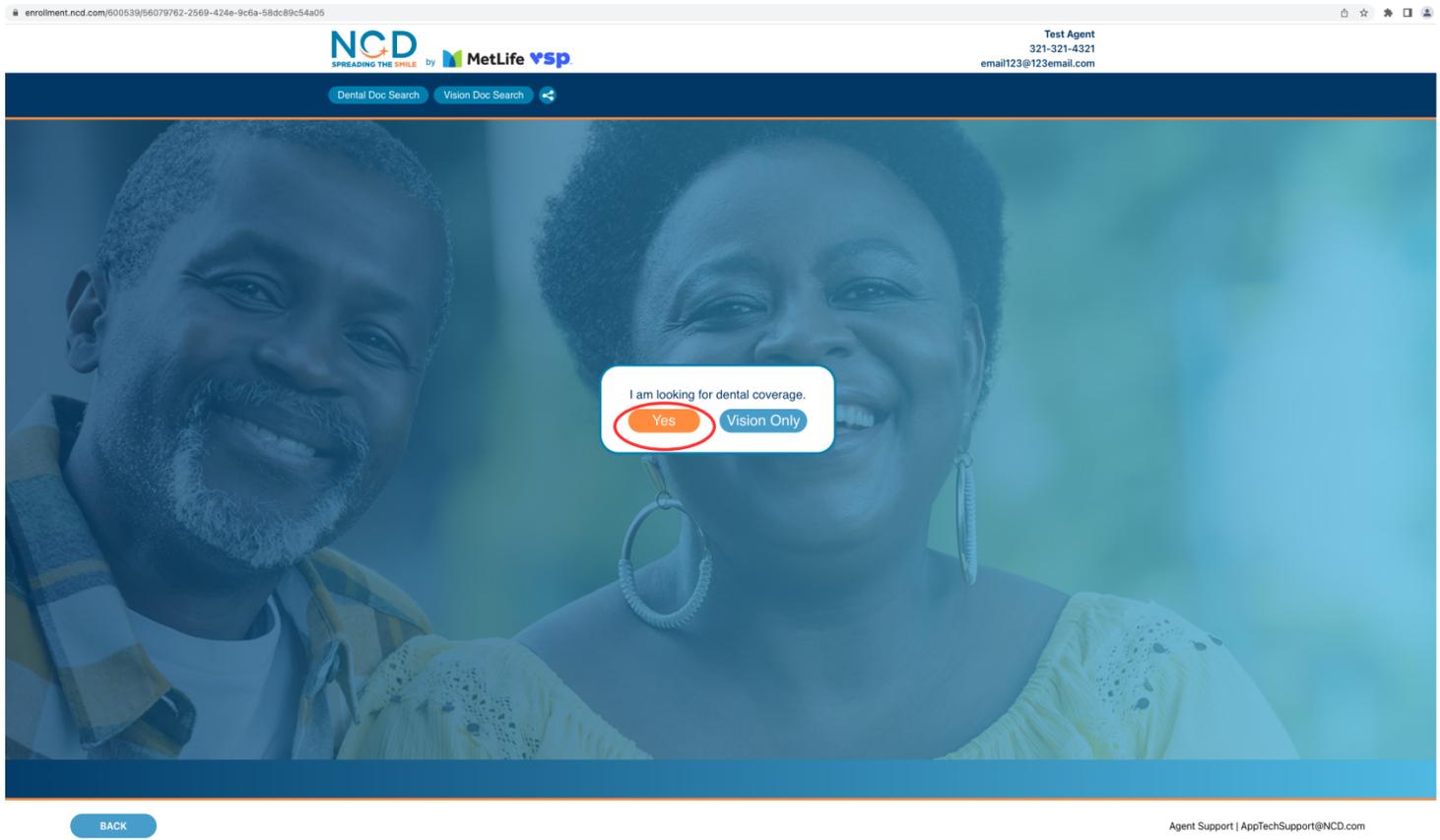
- ENTER YOUR CLIENT'S 5 DIGIT ZIP CODE
- CLICK "QUOTE"



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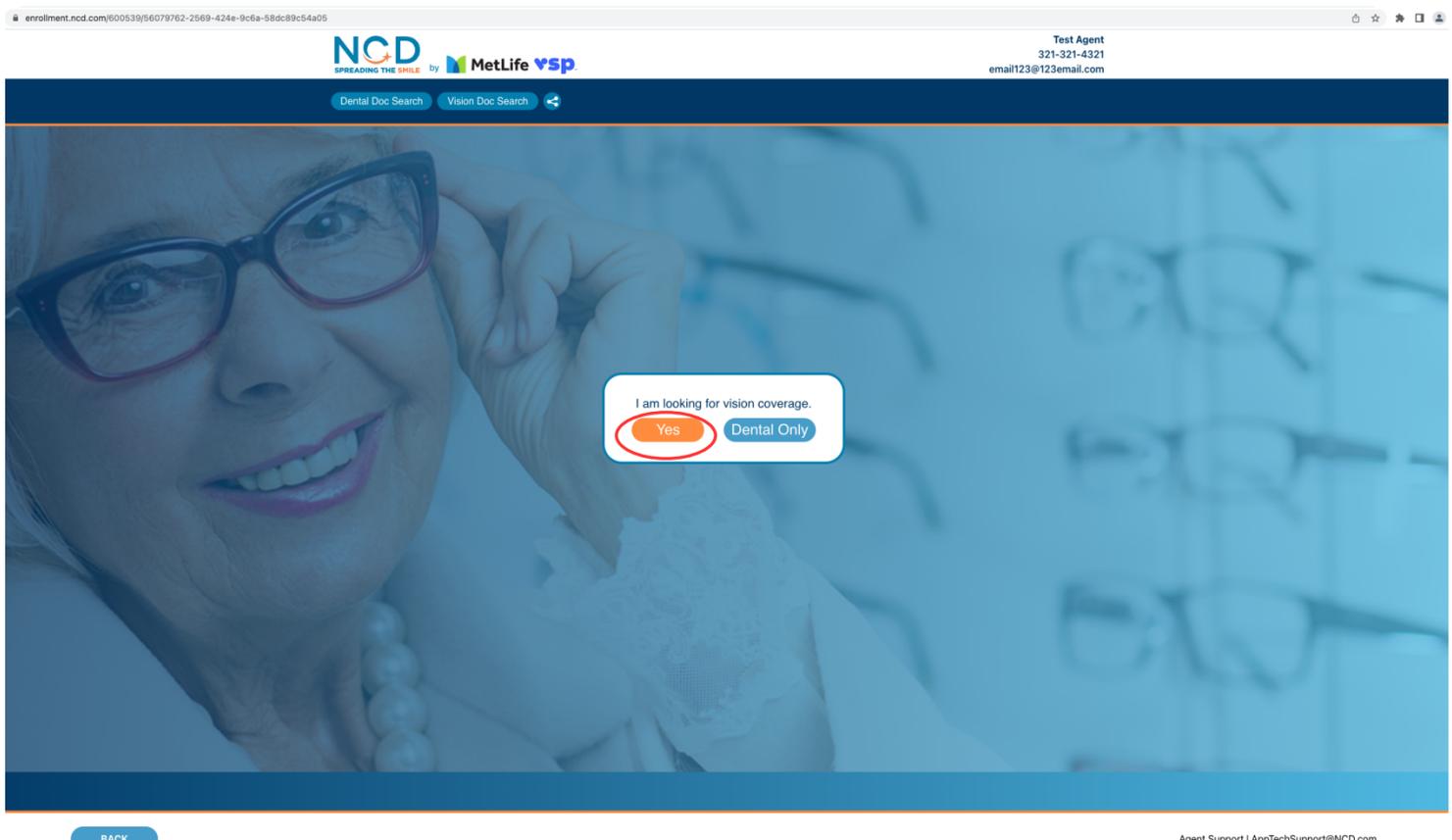
03.

-SELECT "YES" FOR A DENTAL QUOTE
-SELECT "VISION ONLY" IF YOU DO NOT WANT A DENTAL QUOTE



04.

-SELECT "YES" FOR A VISION QUOTE
-SELECT "DENTAL ONLY" IF YOU DO NOT WANT A VISION QUOTE



05.

-SELECT WHO WILL BE COVERED ON THE PLAN
-CLICK SUBMIT

The screenshot shows the NCD enrollment website interface. At the top, there are logos for NCD (SPREADING THE SMILE) and MetLife vsp. Below the logos are search buttons for 'Dental Doc Search' and 'Vision Doc Search'. The main content area is titled 'I am looking to cover' and features four selection options, each with a 'Submit' button: 'Member' (circled in red), 'Member plus Spouse', 'Member plus Children', and 'Family'. A 'BACK' button is located at the bottom left, and 'Agent Support | AppTechSupport@NCD.com' is at the bottom right.

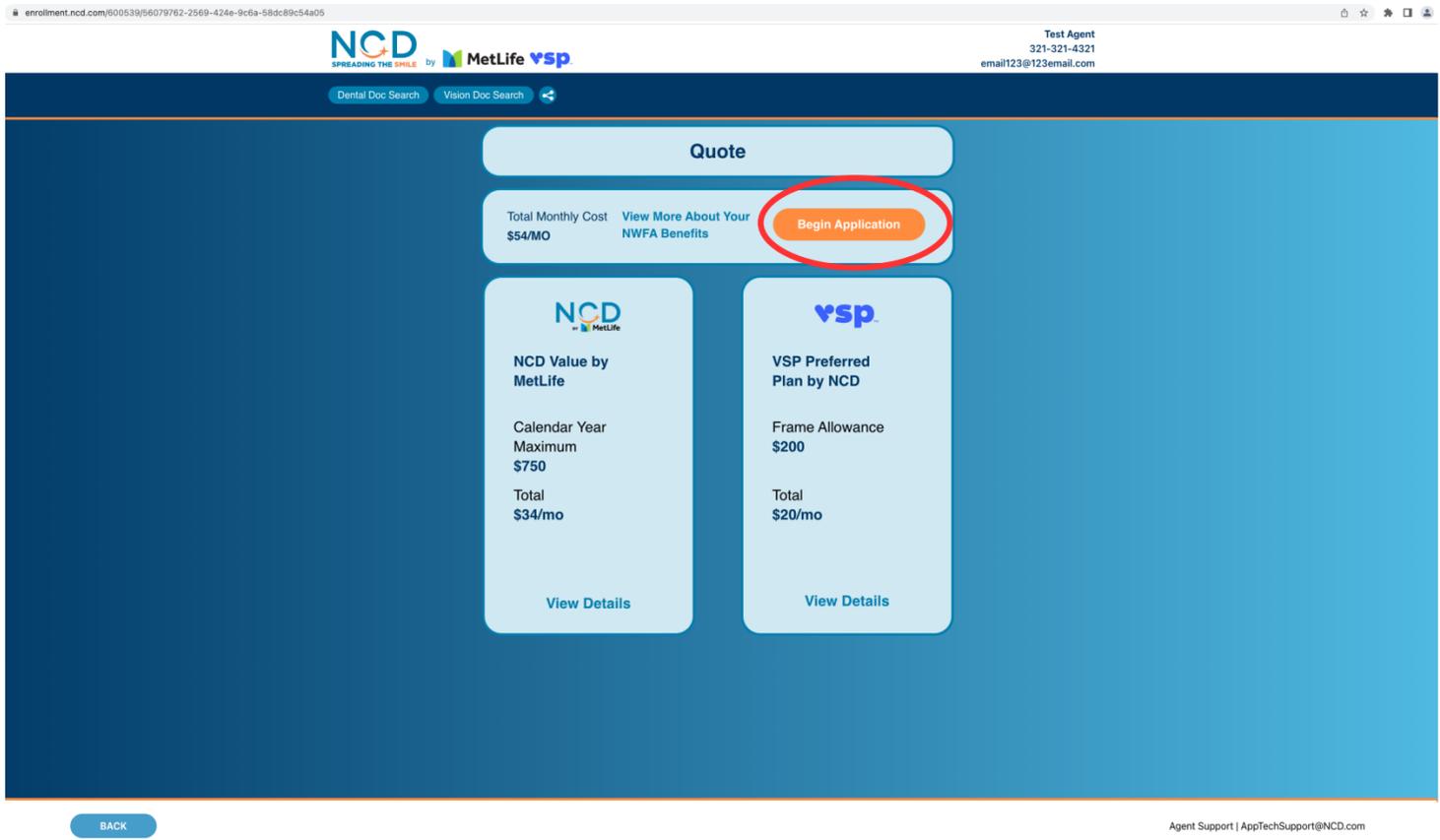
06.

-IF DENTAL IS INCLUDED IN THE QUOTE,
SELECT VALUE, ESSENTIALS OR COMPLETE
DENTAL PLAN

The screenshot shows the 'Please Select a Dental Plan' screen on the NCD enrollment website. It features three plan options, each with a 'Select' button (the first one is circled in red) and a 'View Details' link. The plans are: 'NCD Value by MetLife' (Calendar Year Maximum \$750, Total \$34/mo), 'NCD Essentials by MetLife' (Calendar Year Maximum \$2,000, Total \$56/mo, No Waiting Period), and 'NCD Complete by MetLife' (Calendar Year Maximum \$10,000, Total \$77/mo, No Waiting Period). A 'BACK' button is at the bottom left, and 'Agent Support | AppTechSupport@NCD.com' is at the bottom right.

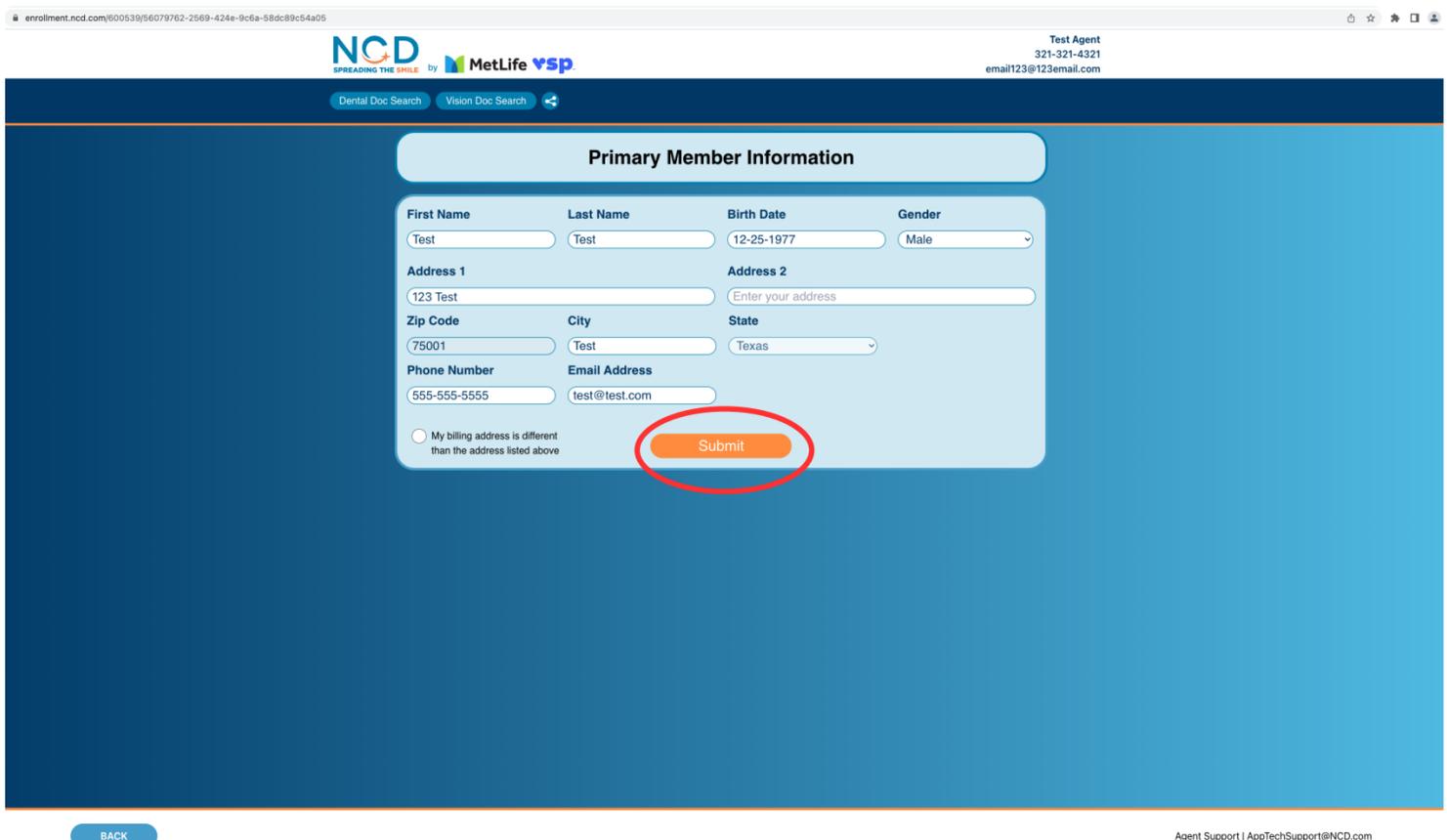
07.

- REVIEW QUOTE
- CLICK BEGIN APPLICATION



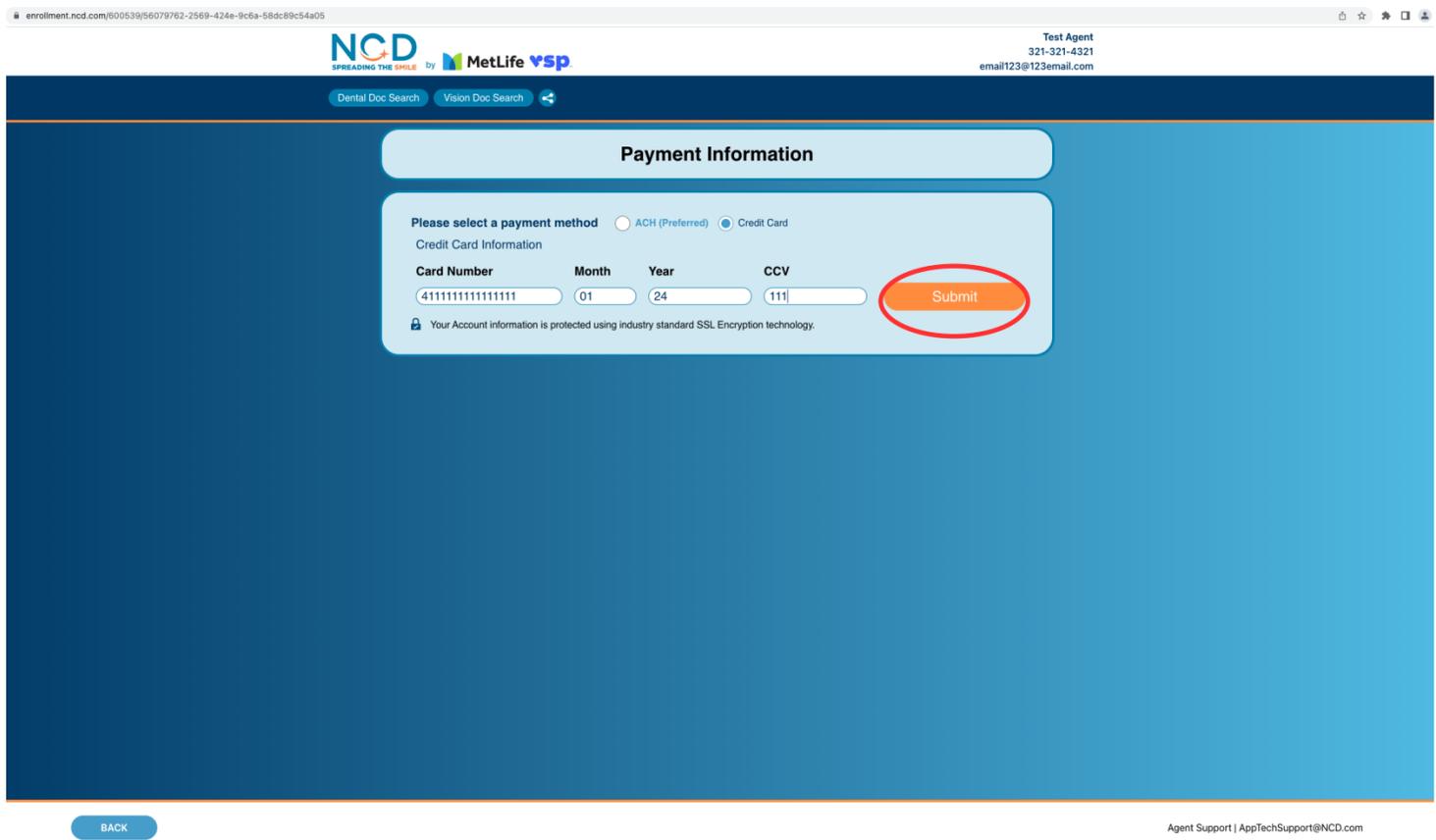
08.

- ENTER MEMBER INFORMATION
- CLICK SUBMIT



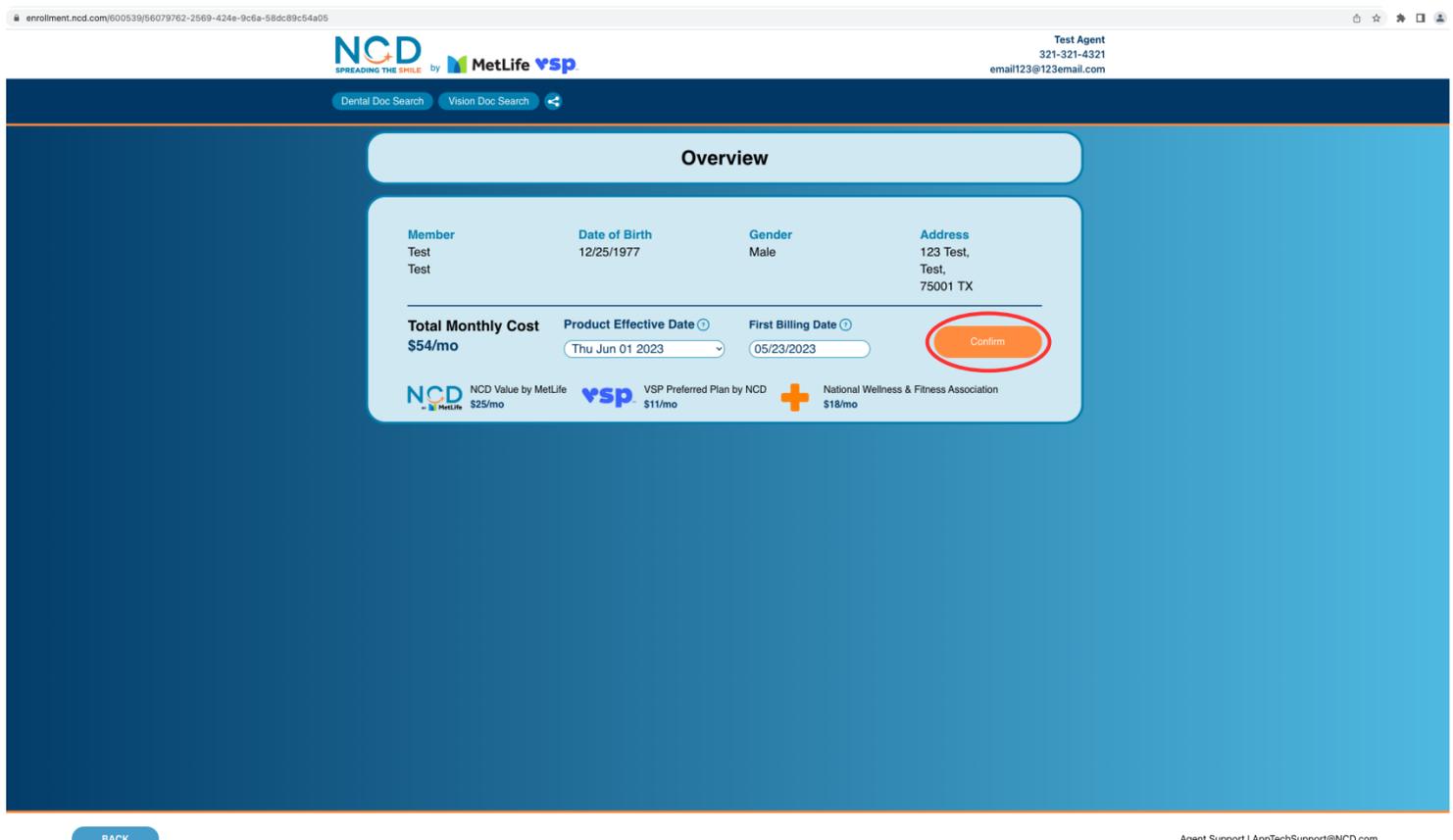
09.

- ENTER PAYMENT INFORMATION
- CLICK SUBMIT



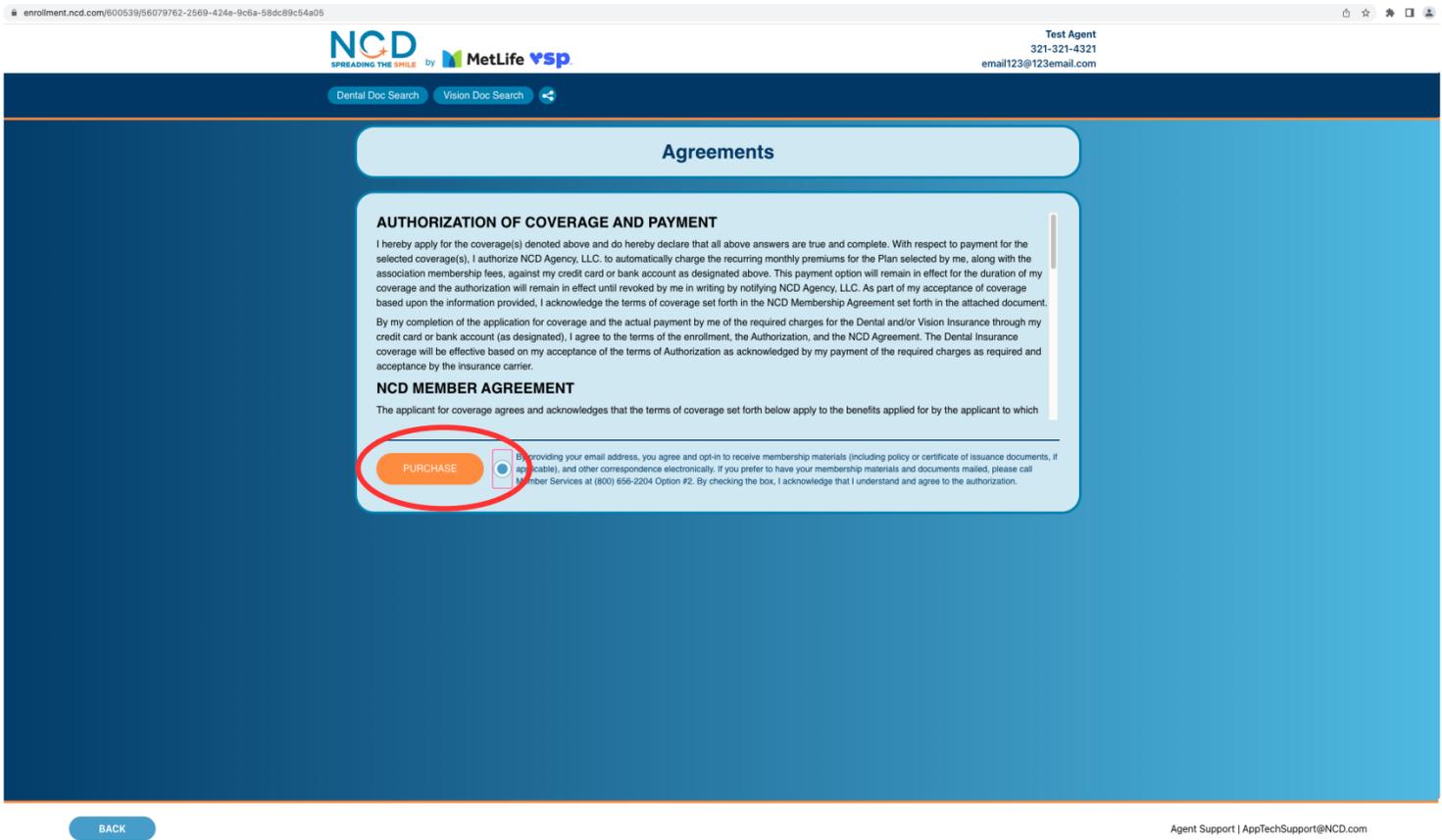
10.

- SELECT PRODUCT EFFECTIVE DATE
- SELECT FIRST BILLING DATE
- CLICK CONFIRM

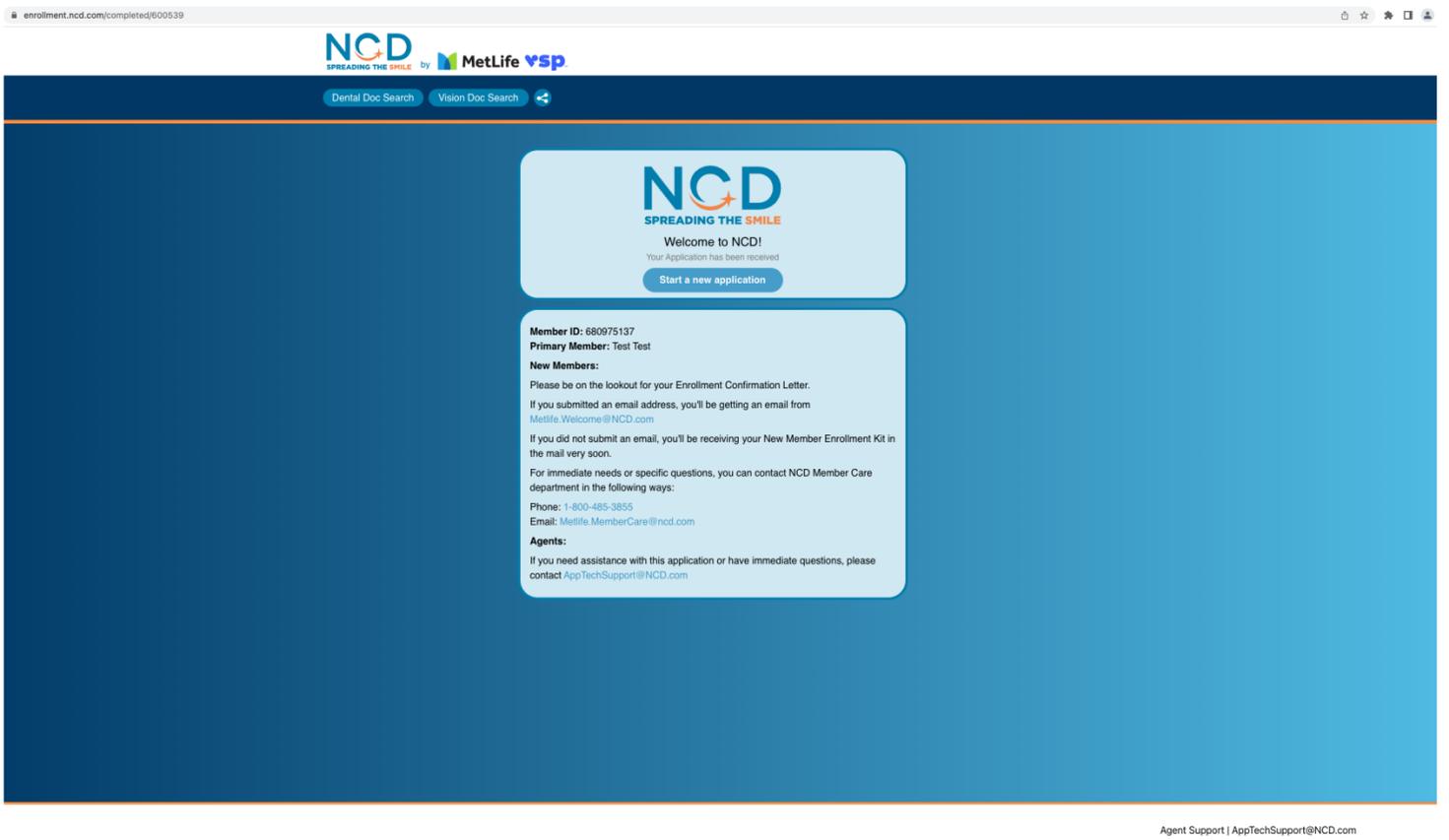




-ACKNOWLEDGE THE AGREEMENT -CLICK PURCHASE



-ENROLLMENT CONFIRMED!





POST ENROLLMENT DETAILS

- WITHIN APPROXIMATELY 10 MINUTES AFTER SUBMISSION, YOUR CLIENT WILL RECEIVE A CONFIRMATION EMAIL
- 24 HOURS AFTER SUBMISSION, YOUR CLIENT WILL RECEIVE A WELCOME EMAIL FROM NCD
- 4-5 BUSINESS DAYS AFTER SUBMISSION, YOUR CLIENT WILL RECEIVE AN EMAIL FROM THE NWFA WITH LOGIN INSTRUCTIONS FOR ASSOCIATION BENEFITS
- 7-10 BUSINESS DAYS AFTER SUBMISSION, YOUR CLIENT WILL RECEIVE WELCOME KIT & HARD ID CARD IN THE MAIL



QUESTIONS?

- REACH OUT TO AGENTSUPPORT@NCD.COM
- CALL AGENT SUPPORT 844-284-4944