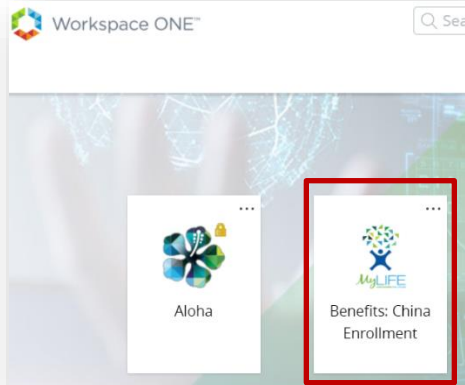
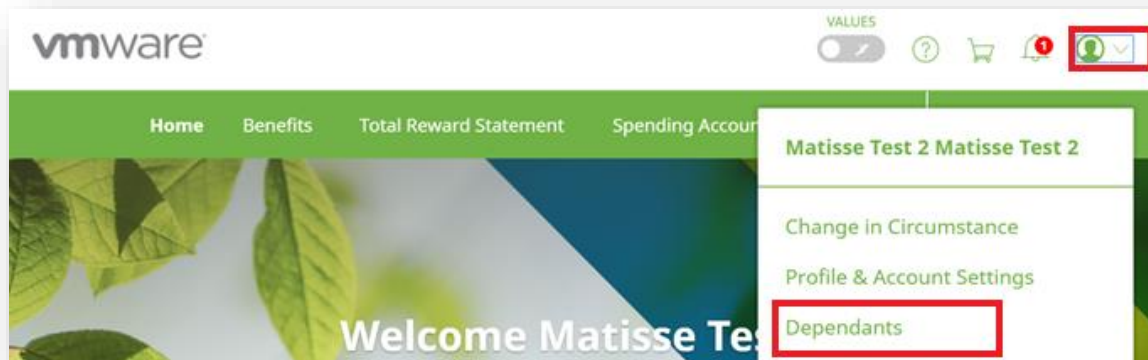


# Removing a Dependant from your Insurance

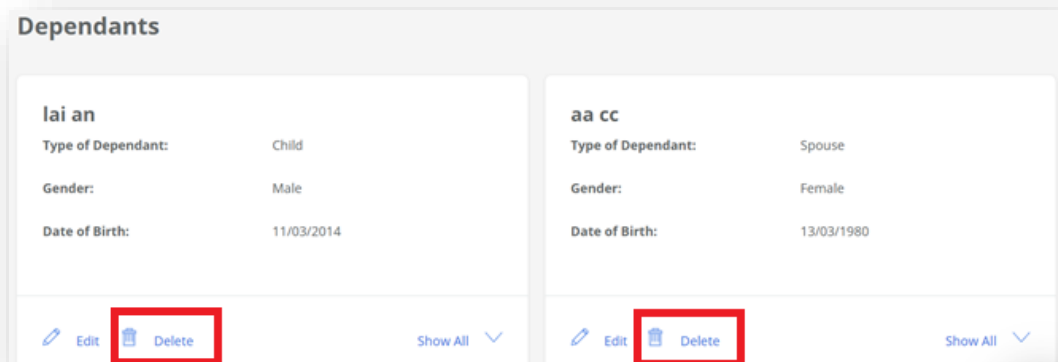
- 1) Login to the **Benefits: China Enrollment** Portal from VMware [WorkspaceONE](#)  
Search for "China" under CATALOG tab if you couldn't see it under your BOOKMARKS, once located the APP, bookmark it for easy access next time.



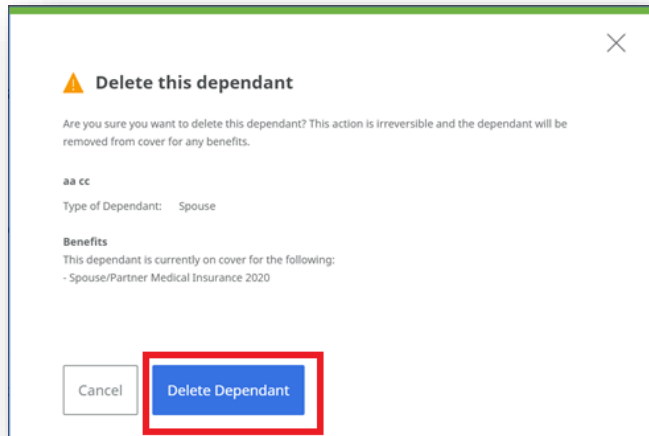
- 2) Click the arrow beside the avatar on the top-right corner of Mylife home page to open the dropdown list.  
Click on **Dependants**.



- 3) On the opened **Dependants** page, scroll down to dependants details, and find the **Delete** button under each dependant. Click the button to initiate the deletion page.

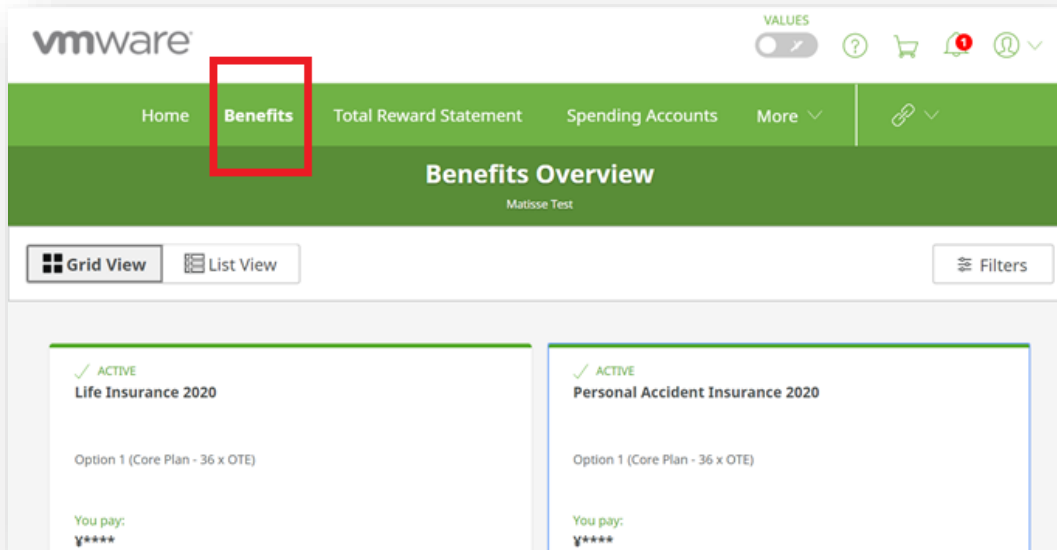


- 4) On the pop-out window, double check the dependant name you need to remove, and click **Delete Dependant** button to submit.



**Confirm the dependant has been removed successfully from Benefit Overview**

- 5) Click on **Benefits** tab to open the Benefits Breakdown detail page.



- 6) Scroll down to locate the **Spouse/Partner Medical Insurance** or **Child Medical Insurance** items, move your mouse indicator to the little **blue avatar icon**. In the pop-out window, if you could no longer see the dependants names which you have just removed, it means the deletion has been completed successfully.

