

EASTERN MICHIGAN UNIVERSITY

In the event of a Divorce A Change of Status Life Event

If you loose coverage due to a divorce, you must contact the Benefits Office to complete the necessary benefits change forms within 30 calendar days from the date of the event. Provide a copy of the front page of the divorce decree. All necessary forms can be obtained from and returned when completed to the Benefits Office, 140 McKenny Hall, Ypsilanti, MI 48197. For your convenience, we have prepared a checklist of permitted benefit changes:

- ❖ Enroll or change coverage for yourself and/or your dependent(s) for Health Plan
- ❖ Enroll or change coverage for yourself and/or dependent(s) for Dental Plan
- ❖ Consider changing beneficiaries of your
 - ❖ Life Insurance
 - ❖ Retirement plans (if participating in MPERS - www.michigan.gov/ors or TIAA-CREF - www.tiaa-cref.org)
 - ❖ Tax Deferred Annuities (if participating in TIAA-CREF or CHASE)
 - ❖ Travel Insurance (benefit applies to: AC/AP/PT/FAC)

Please remember all University employees and their dependents can call the Employee Assistance Program at 877-234-5151 to get free help in coping with the divorce.

www.lifeworks.com

User ID: EMU Password: oak