



Midwest Regional Office, P.O. Box 8012,  
Appleton, WI 54912-8012

Please print clearly and mark carefully.

Employer Name: <b>Shawnee State University</b>		Group Plan Number: <b>00494678</b>	Benefits Effective: _____
PLEASE CHECK APPROPRIATE BOX	Initial Enrollment	Re-Enrollment	Add Employee/Dependents
Increase Amount	Family Status Change	Drop/Refuse Coverage	Information Change

Class: Administrators and Hourly Employees      Division: \_\_\_\_\_      Subtotal Code: \_\_\_\_\_      **(Please obtain this from your Employer)**

<b>About You:</b> First, MI, Last Name:		Social Security Number ____ - ____ - ____	
Address	City	State	Zip
Gender: M F	Date of Birth (mm-dd-yy): ____ - ____ - ____	Phone: ( ) - ____ - ____	
Email Address:	Are you married or do you have a spouse? Yes No	Date of marriage/union: ____ - ____ - ____	
	Do you have children or other dependents? Yes No	Placement date of adopted child: ____ - ____ - ____	

<b>About Your Job:</b>	Hours worked per week: _____	Job Title: _____
Work Status: Active    Retired    Cobra/State Continuation	Date of full time hire: ____ - ____ - ____	Annual Salary: \$ _____

**About Your Family:** Please include the names of the dependents you wish to enroll for coverage. A dependent is a person that you, as a taxpayer, claim; who relies on you for financial support; and for whom you qualify for a dependency tax exception. Dependency tax exemptions are subject to IRS rules and regulations. Additional information may be required for non-standard dependents such as a grandchild, a niece or a nephew.

Spouse (First, MI, Last Name)		Gender M F	Date of Birth (mm-dd-yyyy) ____ - ____ - ____	
Child/Dependent 1:	Add Drop	Gender M F	Date of Birth (mm-dd-yyyy) ____ - ____ - ____	Status (check all that apply) Student (post high school)    Disabled Non standard dependent State of Residence: _____
Child/Dependent 2:	Add Drop	Gender M F	Date of Birth (mm-dd-yyyy) ____ - ____ - ____	Status (check all that apply) Student (post high school)    Disabled Non standard dependent State of Residence: _____
Child/Dependent 3:	Add Drop	Gender M F	Date of Birth (mm-dd-yyyy) ____ - ____ - ____	Status (check all that apply) Student (post high school)    Disabled Non standard dependent State of Residence: _____
Child/Dependent 4:	Add Drop	Gender M F	Date of Birth (mm-dd-yyyy) ____ - ____ - ____	Status (check all that apply) Student (post high school)    Disabled Non standard dependent State of Residence: _____

**Basic Life Coverage:***Benefit reductions apply. Please see plan administrator.***Policy Amount**

Employee Only  
 250% of your annual salary to maximum  
 \$400,000

**NAME YOUR BENEFICIARIES** (primary beneficiaries must total 100%)**Primary Beneficiary:**

Name \_\_\_\_\_ % \_\_\_\_\_

Relationship to employee: \_\_\_\_\_

Name \_\_\_\_\_ % \_\_\_\_\_

Relationship to employee: \_\_\_\_\_

**Contingent Beneficiary:**

Relationship to employee: \_\_\_\_\_

(In the event the designated primary beneficiaries are deceased, the contingent beneficiary will receive the benefit. Employer maintains beneficiary information.)

If this Basic Life policy will replace your existing life insurance policy under your current employer, provide the amount of the previous policy \$ \_\_\_\_\_

**Important Notes:**

- Based on your plan benefits and age, you may be required to complete an evidence of insurability form for Basic Life.

**Voluntary Term Life Coverage With Accidental Death and Dismemberment (AD&D):** You must be enrolled to cover your dependents. *Benefit reductions apply. Please see plan administrator.***Employee****Policy Amount** *Check one box only*

\$20,000	\$30,000	\$40,000	\$50,000	\$60,000	\$70,000
\$80,000	\$90,000	\$100,000	\$110,000	\$120,000	\$130,000
\$140,000	<b>\$150,000*</b>	\$170,000	\$200,000	<b>\$250,000**</b>	\$300,000
\$350,000	\$400,000	\$450,000	\$500,000		

\$ \_\_\_\_\_

\*Guarantee Issue Amount \*\*Guarantee Issue Amount plus Additional Amount

I do not want this coverage

**Add Voluntary Life for Spouse****Policy Amount**

\$20,000	<b>\$30,000*</b>	\$40,000	\$50,000	<b>\$55,000**</b>	\$60,000
\$70,000	\$80,000	\$90,000	\$100,000	\$110,000	\$120,000
\$130,000	\$140,000	\$150,000	\$170,000	\$200,000	\$220,000
\$250,000					

\$ \_\_\_\_\_

\*Guarantee Issue Amount \*\*Guarantee Issue Amount plus Additional Amount

**\*The amount may not be more than 100% of the employee amount for Voluntary Life.**

I do not want this coverage

**Add Voluntary Life for Dependent/Child(ren)****Policy Amount**

\$2,500	\$5,000	<b>\$10,000*</b>
---------	---------	------------------

\*Guarantee Issue Amount

**\*The amount may not be more than 10% of the employee amount for Voluntary Life.**

I do not want this coverage

**Important Notes:**

- Based on your plan benefits and age, you may be required to complete an evidence of insurability form for Voluntary Life.

**LIFE INSURANCE** *continued*

**Name your beneficiaries:** (primary beneficiaries must total 100%) If electing different beneficiaries that are not the same as those named for Basic Life, please name below.

**Primary Beneficiaries:**

**Name:** \_\_\_\_\_ % \_\_\_\_\_

Relationship to employee: \_\_\_\_\_

**Name:** \_\_\_\_\_ % \_\_\_\_\_

Relationship to employee: \_\_\_\_\_

**Contingency Beneficiary:** \_\_\_\_\_

Relationship to employee: \_\_\_\_\_

(In the event the designated beneficiaries are deceased, the contingent beneficiary will receive the benefit. Employer maintains beneficiary information.)

**Long-Term Disability (LTD) Coverage:**

Plan 1	Plan 2	Plan 3	Plan 4
<i>Monthly Benefit</i>			
60% of salary to a maximum of \$6,000 90 days/SSNRA	60% of salary to a maximum of \$6,000 180 days/SSNRA	60% of salary to a maximum of \$6,000 90 days/5 years	60% of salary to a maximum of \$6,000 180 days/5 years
I do not want this coverage.			

**Health History**

Complete the following question(s) if you are enrolling for one or more of the following benefits listed below. NOTE: Additional information may be required.

**Voluntary Life**

In the last 6 months have you or any of your dependents received medical care, including treatment, consultation services, diagnostic measures or monitoring of a condition in remission; or taken prescribed drugs for: Cancer, Heart Disease, Diabetes; any condition related to Acquired Immune Deficiency Disorder (AIDS) or AIDS Related Complex; or any other Chronic Condition?

Yes, I have.    No, I haven't.    Yes, my spouse has.    No, my spouse hasn't.    Yes, my dependent child(ren) have.    No, my child(ren) haven't.

**An Evidence of Insurability form must be completed for any person with a "Yes" answer to the question(s) above.**

**Signature**

I understand that life insurance coverage for a dependent, other than a newborn child, will not take effect if that dependent is confined to a hospital or other health care facility, or is home confined, or is unable to perform the normal activities of someone of like age and sex.

I understand that my dependent(s) cannot be enrolled for a coverage if I am not enrolled for that coverage.

I understand that the premium amounts shown above are estimations and are for illustrative purposes only.

Submission of this form does not guarantee coverage. Among other things, coverage is contingent upon underwriting approval and meeting the applicable eligibility requirements as set forth in the applicable benefit booklet.

You must be legally working in the United States in order to be eligible for coverage. Underwriting must approve coverage for employees on temporary assignment (a) exceeding 1 year; or (b) in an area under travel warning by the US Department of State, subject to state specific variations. You must be legally working in the United States, or working outside of the United States for a United States based employer in a country or region approved by us.

If coverage is waived and you later decide to enroll, late entrant penalties may apply. You may also have to provide, at your own expense, proof of each person's insurability. Guardian has the right to reject your request.

I understand that I must be actively at work or my elected coverage will not take effect until I have met the eligibility requirements (as defined in the benefit booklet.) This does not apply to eligible retirees.

Plan design limitations and exclusions may apply. For complete details of coverage, please refer to your benefit booklet. State limitations may apply.

Your coverage will not be effective until approved by a Guardian or its designated underwriter.

I hereby apply for the group benefit(s) that I have chosen above.

I understand that I must meet eligibility requirements for all coverages that I have chosen above.

I agree that my employer may deduct premiums from my pay if they are required for the coverage I have chosen above.

I acknowledge and consent to receiving electronic copies of applicable insurance related documents, in lieu of paper copies, to the extent permitted by applicable law. I may change this election only by providing Guardian thirty (30) day prior written notice.

**I attest that the information provided above is true and correct to the best of my knowledge.**

**Any person who, with intent to defraud or knowing that he/she is facilitating a fraud against an insurer, submits an application or files a claim containing a false or deceptive statement is guilty of insurance fraud.**

**The state in which you reside may have a specific state fraud warning. Please refer to the attached Fraud Warning Statements page.**

**The laws of New York require the following statement appear: Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime, and shall also be subject to a civil penalty not to exceed five thousand dollars and the stated value of the claim for each such violation. (Does not apply to Life Insurance.)**

**SIGNATURE OF EMPLOYEE X** \_\_\_\_\_

**DATE** \_\_\_\_\_

Enrollment Kit 00494678, 0001, EN

### Fraud Warning Statements

**The laws of several states require the following statements to appear on the enrollment form:**

**Alabama:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit or who knowingly presents false information in an application for insurance is guilty of a crime and may be subject to restitution fines or confinement in prison, or any combination thereof.

**Arizona:** For your protection Arizona law requires the following statement to appear on this form. Any person who knowingly presents a false or fraudulent claim for payment of a loss is guilty of a crime and may be subject to criminal and civil penalties.

**California:** For your protection California law requires the following to appear on this form: Any person who knowingly presents false or fraudulent claim for the payment of a loss is guilty of a crime and may be subject to fines and confinement in state prison.

**Colorado:** It is unlawful to knowingly provide false, incomplete, or misleading facts or information to an insurance company for the purpose of defrauding or attempting to defraud the company. Penalties may include imprisonment, fines, denial of insurance, and civil damages. Any insurance company or agent of an insurance company who knowingly provides false, incomplete, or misleading facts or information to a policy holder or claimant for the purpose of defrauding or attempting to defraud the policy holder or claimant with regard to a settlement or award payable from insurance proceeds shall be reported to the Colorado Division of Insurance within the Department of Regulatory Agencies.

**Connecticut, Iowa, Kansas, Nebraska, Oregon, and Vermont:** Any person who knowingly, and with intent to defraud any insurance company or other person, files an application of insurance or statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto, may be guilty of a fraudulent insurance act, which may be a crime, and may also be subject to civil penalties.

**Delaware, Indiana and Oklahoma:** WARNING: Any person who knowingly, and with intent to injure, defraud or deceive any insurer, makes any claim for the proceeds of an insurance policy containing any false, incomplete or misleading information is guilty of a felony.

**District of Columbia:** WARNING: It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits, if false information materially related to a claim was provided by the applicant.

**Florida:** Any person knowingly and with intent to injure, defraud, or deceive any insurer files a statement of claim or application containing any false, incomplete, or misleading information is guilty of a felony of the third degree.

**Kentucky:** Any person who knowingly and with intent to defraud any insurance company or other person files a statement of claim containing any materially false information or conceals, for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime.

**Louisiana and Texas:** Any person who knowingly presents a false or fraudulent claim for payment of a loss or benefit is guilty of a crime and may be subject to fines and confinement in state prison.

**Maine, Tennessee, Virginia and Washington:** It is a crime to knowingly provide false, incomplete or misleading information to an insurance company for the purpose of defrauding the company. Penalties may include imprisonment, fines or a denial of insurance benefits.

**Maryland:** Any person who knowingly or willfully presents a false or fraudulent claim for payment of a loss or benefit or knowingly or willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**Rhode Island:** Any person who knowingly and willfully presents a false or fraudulent claim for payment of a loss or benefit or knowingly and willfully presents false information in an application for insurance is guilty of a crime and may be subject to fines and confinement in prison.

**Minnesota:** A person who files a claim with intent to defraud or helps commit a fraud against an insurer is guilty of a crime.

**New Hampshire:** Any person who, with a purpose to injure, defraud or deceive any insurance company, files a statement of claim containing any false, incomplete or misleading information is subject to prosecution and punishment for insurance fraud, as provided in N.H. Rev. Stat. Ann. § 638:20

**New Jersey:** Any person who knowingly files a statement of claim containing any false or misleading information is subject to criminal and civil penalties.

**New Mexico:** Any person who knowingly presents a false or fraudulent claim for payment or a loss or benefit or knowingly presents false information in an application for insurance is guilty of a crime and may be subject to civil fines and criminal penalties or denial of insurance benefits.

**Pennsylvania:** Any person who knowingly and with intent to defraud any insurance company or other person files an application for insurance or statement of claim containing any materially false information or conceals for the purpose of misleading, information concerning any fact material thereto commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.