

**2018 SUMMER HEALTH INSURANCE CONTINUATION ENROLLMENT FORM
FOR GSEU SEHP ENROLLEES**

Section I: To Be Filled Out By Employee:

Name (please print) _____ Last 4 digits of SS# _____
Address _____ Phone _____
_____ Email _____
Department _____

****Please note: Six (6) extra premium deductions must be taken, two each from your last three full paychecks of the spring semester - May 2, May 16, and May 30, 2018, to pay for the summer coverage. And, if these premium deductions do not occur and you do not return to an assistantship position in the fall, there is a possibility your insurance may be retroactively cancelled back to June 27, 2018****

Signature _____ Date _____

Section II:- To Be Filled Out By Department:

- It is expected** that the above-named graduate student will be re-employed in the fall 2018 semester in a qualified Graduate or Teaching Assistantship. (An expectation of re-employment is not a guarantee of re-employment.)
- It is NOT expected** that the above-named graduate student will be re-employed in a qualified Graduate or Teaching Assistantship for the fall 2018 semester.

Department Representative Signature

Date

Department Representative (Print)

Section III – For J1 & F-1 International Students ONLY:

I understand that if I am eligible for summer coverage, I may waive my coverage **ONLY** if I am returning to my home country for the **entire summer**. (Continuing students in the United States or traveling to third country are required to retain their insurance coverage.) **A copy of your airline ticket with your home country destination and return to the United States will be required in order for you to cancel coverage for the summer.**

- I will return to my home country for the duration of the summer of 2018. Further, I understand that re-enrollment is necessary upon my return to campus.

Complete and return this form **NO LATER THAN FRIDAY, APRIL 13, 2018 by 12 p.m.**
to: Karen Kocan, Human Resources, AD242

****If form is submitted after April 13th deadline, the six (6) summer deductions will be taken from a fewer number of checks resulting in a larger deduction.**

Failure to submit this form will result in your health insurance terminating on June 27, 2018.