

Enrollment

To continue coverage in the Oberlin College Health Insurance Plan, the retiree must enroll in the Plan upon retirement. An enrollment form will be included in your Retirement Packet which will be prepared for you after Human Resources receives your written retirement notice.

Note: If you decline health insurance coverage at the time of retirement, you will forfeit your right to enroll in the Oberlin College Health insurance plan in the future.

To continue coverage in the Vision and/or Dental plans, indicate your choice on the appropriate form in your Retirement Packet.

Retirement Packet:

Once Human Resources receives your written retirement notice, a packet of information will be prepared for you. The packet includes:

- 1) A checklist of items to complete prior to retirement, including an option to continue Vision and/or Dental coverage
- 2) Health Insurance Enrollment Form
- 3) Optional Life insurance, AD & D and/or LTC application forms, if eligible
- 4) Basic Life insurance beneficiary card. (Upon retirement, your basic life insurance policy drops to \$2,000. The College pays a total of \$2,000 to your designated beneficiary or beneficiaries.)
- 5) TIAA-CREF brochure
- 6) Exit questionnaire
- 7) Address Release Card

Open Enrollment

Each year during the Open Enrollment period in October, you may change/cancel your coverage. The change will go into effect on January 1, the following year. If you do not need to make any changes to your coverage, you would not need to complete enrollment forms during Open Enrollment. Additional information with respect to plan changes, if any, together with other information will be mailed to each retiree during Open Enrollment.

Note: If you cancel your health coverage, you cannot re-enroll in the plan. However, you may cancel and/or switch dental plans during Open Enrollment, and reenroll in later years.