

UPDATE

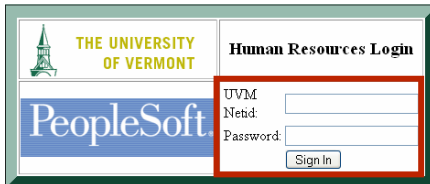
Life Insurance

When viewing details on your life insurance in PeopleSoft Employee Self Service you will see that your coverage levels are indicated differently (see the table on the reverse side) than they were in the past. Be assured that your coverage has not changed in any way, this is simply a change in nomenclature. Follow the directions below to view your coverage.

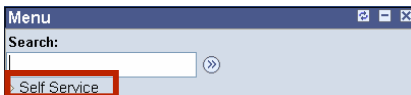
1. Type **catalyst.uvm.edu** into your browser's Address field and click on "Go"...

A screenshot of a web browser's address bar. The text 'catalyst.uvm.edu' is entered into the address field. To the right of the field is a 'Go' button with a green arrow icon.

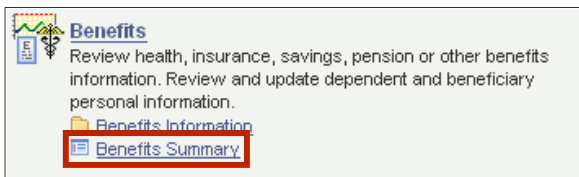
2. Enter your UVM Net ID and Password and click on "Sign In"...

A screenshot of the UVM Human Resources Login page. The page features the UVM logo and the text 'Human Resources Login'. Below this, there are input fields for 'UVM Netid:' and 'Password:', followed by a 'Sign In' button. The entire login section is highlighted with a red border.

3. Click on "Self Service"...

A screenshot of the PeopleSoft Self Service menu. The menu is titled 'Menu' and has a search field. Below the search field, the 'Self Service' option is highlighted with a red border.

4. Click on Benefits Summary...

A screenshot of the Benefits Summary page. The page is titled 'Benefits' and contains a description of the benefits. Below the description, there are two links: 'Benefits Information' and 'Benefits Summary'. The 'Benefits Summary' link is highlighted with a red border.

5. View your insurance coverage...

Type of Benefit	Plan Description	Coverage or Participation
Medical		Waived
Dental		Waived
Civil Union Medical		Waived
Basic Life	2x Basic Life Under Age 65	2 X Salary
Supplemental Life		Waived
Spousal Basic		Waived
Spousal Supp Life		Waived

See the reverse for more information...

Comparison of Coverage Terminology

PREVIOUS SYSTEM	PEOPLESOFT
2 x Salary Less than 50K	2 X Basic Life Under Age 65
2 X Salary Greater than 50K	
3 - 7 Salary Option 3X	Sup Life Under Age 65 - 1X
3 - 7 Salary Option 4X	Sup Life Under Age 65 - 2X
3 - 7 Salary Option 5X	Sup Life Under Age 65 - 3X
3 - 7 Salary Option 6X	Sup Life Under Age 65 - 4X
3 - 7 Salary Option 7X	Sup Life Under Age 65 - 5X

Example:

You have four times your annual salary in group life coverage

Currently you would see this listed as 3 - 7 salary option 4X

In PeopleSoft, this same coverage is shown as:

Type of Benefit	Plan Description	Coverage or Participation
Medical		Waived
Dental		Waived
Civil Union Medical		Waived
Basic Life	2x Basic Life Under Age 65	2 X Salary
Supplemental Life	Sup Life Under Age 65 2X	2 X Salary
Spousal Basic		Waived
Spousal Supp Life		Waived
Child Life		Waived
Long-Term Disability		Waived
403(b)	403b Staff w/o UVM Contrib	8% Before Tax
Section 457		Waived
Sick	Med 7.5 hrs 100% FTE	-----
Vacation	Vac Exempt 7.5 hrs 100% FTE	-----
Personal	Pers Exempt 7.5 hrs 100% FTE	-----
Cultural Holiday	Cultural 7.5 hrs 100% FTE	-----
Flex Spending Health - U.S.		Waived
Flex Spending Dependent Care		Waived