Student Certification for Dependent Benefits

This must be completed each academic year

When your dependent is no longer a full-time student, you must notify Human Resource Services by completing a Delta Dental Enrollment/Change Form within 20 days of the event date.

NOTE: Delta Dental will also send out student certification forms for you to complete when a claim is received for your dependent who is 19-24 years-of-age.

Delta Dental's forms MUST be completed and sent back to them, on time, every time they request it, or your dependent will come off your dental plan and will not be eligible for Dental or Life Insurance again until the next open enrollment period.

* See additional Dependent Life Insurance Eligibility Information at the bottom of this form.

Student Certification

☐ My dependent listed below qualifies for student status and should remain covered under my membership with Delta Dental and Child Life (if applicable).

I hereby certify that my dependent ______________________________________

(Print Student's Name)

is unmarried, under the age of 24, and enrolled full-time (12 or more credits per semester for undergraduates) at ______________________________________________

(Name of Institution)

for the semester beginning _________________________________

(First Day of Semester)

Students will be enrolled as of the first of the month, following the semester start date. When dependents are continuously enrolled as a full-time student, there will not be a break in coverage. If you have questions concerning this notice, please e-mail Human Resource Services at HRSInfo@uvm.edu or call 656-3150.

_________________________________  ______________________________
(Subscriber/Employee Name) (Date)

*(Print Subscriber/Employee Name)*  

*(Print Student's Name)*

**Child Life Insurance has the same eligibility requirements as Dependent Dental Insurance, so when a child dependent is removed from dental insurance, they will automatically be removed from child life insurance. If/when a child is enrolled in life insurance at the time they lose eligibility, and becomes eligible again, forms for dental AND life insurance must be completed at that time (within 20 days – but no later than 30 days from the eligibility date).**

**Please send this completed form to Human Resource Services at the address listed below or email to hrsinfo@uvm.edu**

85 South Prospect Street, 228 Waterman Building, Burlington, VT 05405
Call 802.656.3150 — Fax 802.656.3476 — HRSInfo@uvm.edu — www.uvm.edu/hr

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