



EMPLOYEE PLUS ONE BENEFITS ENROLLMENT FORM

Name _____			_____ - _____ - _____		
Last		First	M.I.	Social Security Number	
Campus Address _____		Zip Code _____		University ID Number _____	
Campus Phone _____			Email Address _____		
1. ADMINISTRATIVE UNIT		2. PAY CYCLE		3.	

EMPLOYEE PLUS ONE BENEFITS ENROLLMENT FORM INSTRUCTIONS

Use this Benefits Enrollment Form to enroll for your University of Nebraska benefits. NUFlex offers you a variety of benefit and insurance options that are explained in detail in your enrollment materials. Contact your Campus Benefits Office for additional information or questions regarding benefit coverage and costs.

You are eligible for University of Nebraska provided benefits under the NUFlex program if you are employed in a "Regular position" with an FTE of .5 or greater or employed in a "Temporary position" for more than 6 months with an FTE of .5 or greater.

**Review your be
Spending Account contributions in Section 8.**

Flexible

If you elect not to have coverage in one or more benefit plans, or if you wish to increase or add insurance coverage for you or any dependent(s) in the future, you and/or any dependent(s) proposed for coverage may need to satisfy proof of insurability as required by the insurance company.

Under the current tax law, your benefit selections are in force for the balance of the calendar year. You may make changes only if you experience a qualified change in status. For information on what constitutes a qualified change in status, see the detailed benefits information at www.nebraska.edu/benefits. Any application for changes and/or additions of coverage as well as related documentation must be received in your Campus Benefits Office within 31 days of the qualified change in status event. Once your Benefits Enrollment Form has been submitted to the Campus Benefits Office, no changes will be allowed until the next annual NUFlex enrollment period or a Permitted Election Change Event Occurs. New employees may apply for any medical option. New employees may apply for any medical option. No medical option changes, however, will be permitted except during the annual NUFlex enrollment period.

Your payroll deductions for certain University of Nebraska provided benefits are **salary reductions** under the Flexible Benefits Plan. This means that you will not pay federal or state income tax or Social Security tax on the cost of these benefits. Because your premiums for these benefits are tax-exempt, you save on taxes, which reduces the net cost to you. However, the following types of coverage are not offered under the Flexible Benefits Plan, do not qualify for pre-tax treatment, and are paid for with after-tax dollars: long term care insurance, voluntary life insurance, dependent life insurance, and family AD&D insurance. Generally, coverage related to Employee Plus One dependents is a taxable benefit and