VOLUNTARY LIFE INSURANCE | New Election Method

Premiums
There is no change in premiums for the Voluntary Life Insurance plan. Employees’ current
elections will roll over into the next plan year if no action is taken.

New Election Method
Employees may purchase Voluntary Life Insurance in $10,000 increments up to a maximum of
$600,000 (combined total of Basic Life Insurance and Voluntary Life Insurance). If passive
enrollment is preferred, Human Resources will automatically transition the 2019-20 coverage
level up to the nearest $10,000 increment as explained below.

Example 1 – Retaining 1x Annual Wage Election
Last year, Jane Doe elected 1x her annual wage ($50,000) in Voluntary Life Insurance. Effective
9/1/19, Jane Doe’s annual wage is increased to $51,000.

During this year’s open enrollment, Jane can elect any Voluntary Life Insurance coverage level,
in increments of $10,000.

If Jane would like to keep her election for the upcoming 9/1/19 plan year the same, she would:
1. **Round up** to the nearest $10,000 increment
2. **Elect** $60,000 for her coverage level

**NOTE:** If Jane were to elect a coverage level greater than her automatic transition amount
($60,000), an Evidence of Insurability form would be required. Any increase in
coverage will not go into effect until approved by CIGNA underwriting.

Example 2 – Retaining 2x Annual Wage Election
Last year, John Doe elected 2x his annual wage ($50,000) in Voluntary Life Insurance, which
equaled $100,000. Effective 9/1/19, John Doe’s annual wage is increased to $51,000.

During this year’s open enrollment, John can elect any Voluntary Life Insurance coverage level,
in increments of $10,000.

If John would like to keep his election for the upcoming 9/1/19 plan year the same, he would:
1. **Multiply** his annual wage by 2 ($51,000 x 2 = $102,000)
2. **Round up** to the nearest $10,000 increment
3. **Elect** $110,000 for his coverage level

**NOTE:** If John were to elect a coverage level greater than his automatic transition amount
($110,000), an Evidence of Insurability form would be required. Any increase in
coverage will not go into effect until approved by CIGNA underwriting.