

HEALTH AND TUITION PLANS

Dependent Eligibility Verification Process

The University incurs significant costs to provide group insurance coverage for employees and their family members. To meet health plan contract obligations, the University must verify dependent eligibility to ensure that only those who are truly eligible for coverage are enrolled.

Documentation will be used to support the eligibility of enrolled family member(s) on your health, and tuition plans. Examples of documentation may include items such as: marriage or birth certificates, domestic partner registrations or affidavits, adoption records or court orders.

You will be required to submit documentation if you will be enrolling any dependents on your health plans or requesting tuition remission discount. Some examples of eligible dependents include:

- Spouse or same-sex registered domestic partner
- Natural or adopted children
- Stepchildren, legal wards, disabled children over the age of 26, children of same-sex domestic partner

The University cannot process the enrollment of your qualified dependents unless you provide the required documentation. If you do not provide the documentation as requested and/or if it is determined that the dependent was ineligible for enrollment, the coverage will be cancelled. If it is determined that the plan has been misused, the employee may be subject to disciplinary action up to and including termination. The University reserves the right to recover any costs incurred for any ineligible dependents.

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