

Member Self-Service Portal Enrollment - Dependent is No Longer a Full-Time Student

Disenroll from Dental and Vision Plans

1. Once you've registered and logged into the Member Self-Service Portal, you'll be directed to the home page. Click [View Detail](#) under Life Events.

ACCESSIBILITY VIEW

COMMUNICATION CENTER NOTIFICATIONS MY ACCOUNT CONTACT US LOGOUT

Hi DONALD

Home

DONALD, here are some things you need to do next:

UPDATE YOUR EMAIL

TOOLS

MY BENEFITS
\$40.89
YOUR TOTAL PER-PAY COST

Benefit	Coverage Options	Coverage Details
Medical	EUTP-HMO Kaiser Standard Medical (Including Re-wi Child)	Self
Prescription Drug	No Coverage	No Coverage
Dental	EUTP-Dental	Two Party
Vision	EUTP-Vision	Two Party
Life Insurance	EUTP Life Insurance	\$55,770

[View Benefits Selections](#) [Quick Actions](#)

LIFE EVENTS

[View details](#)

2. Click [Start>](#) in the Dependent is No Longer a Full-time Student row.

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Home

Enroll & Make Changes

UPDATE YOUR COVERAGE
To make changes to your current selections and/or personal information, choose the applicable link from the table. In some cases, you may need to make your changes within a certain time period.

EVENTS

Description	Eligibility Period	Actions
Life Event		
Disenroll due to Enrollment in Other Coverage	45 days before and 45 days after the event date	Start >
Disenroll due to Enrollment in Medicaid Coverage	60 days before and 60 days after the event date	Start >
Adoption	45 days of the event date	Start >
Birth	180 days of the event date	Start >
Civil Union	45 days of the event date	Start >
Death of Dependent	730 days of the event date	Start >
Dependent is No Longer a Full-time Student	45 days of the event date	Start >
Domestic Partnership	45 days of the event date	Start >
Guardianship	45 days of the event date	Start >
Leave of Absence Without Pay	45 days of the event date	Start >
Loss of Coverage	45 days before and 45 days after the event date	Start >
Loss of Medicaid Coverage	60 days before and 60 days after the event date	Start >
Marriage	45 days of the event date	Start >
Without Loss of Absence Without Pay	45 days of the event date	Start >



- Window reminds you to change student status from “Yes” to “No” in the Family Step prior to removing child from dental and vision plans. Click [Continue](#).

Enroll & Make Changes


UPDATE YOUR COVERAGE
To make changes to your current selections and/or personal information, choose the applicable link from the table. In some cases, you may need to make your changes within a certain time period.

EVENTS

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Disenroll due to Enrollment in Other Coverage	45 days before and 45 days after the event date	Start >
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Death of Dependent	730 days of the event date	Start >
Dependent is No Longer a Full-time Student	45 days of the event date	Start >
Domestic Partnership	45 days of the event date	Start >
Guardianship	45 days of the event date	Start >

Dependent is No Longer a Full-time Student ✕

The purpose of this enrollment event is to remove your ineligible dependent from your dental and vision plans. You must edit your dependent's Student Status from Y to N in the **Family Step** prior to removing your dependent child from your dental and vision plans.



- Enter event date then click [Continue](#).

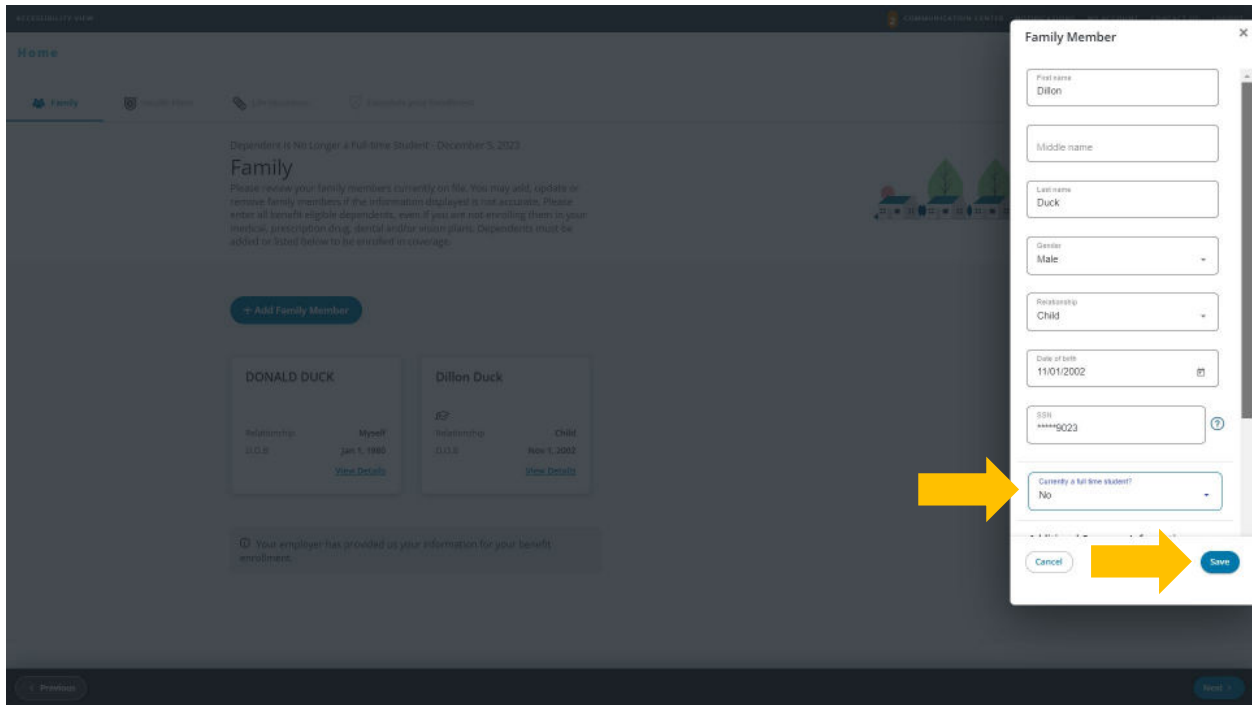
The screenshot shows the 'Enroll & Make Changes' page. A modal window is open on the right with the title 'Dependent is No Longer a Full-time Student'. The modal contains the following text: 'The time limit within which you may make your changes as a result of Dependent is No Longer a Full-time Student is 45 days of the event date.' Below this is a date selection field labeled 'ENTER THE EVENT DATE*' with a calendar icon and a date picker showing '12/05/2023'. At the bottom of the modal are 'Continue' and 'Cancel' buttons. A yellow arrow points from the 'Continue' button in the modal to the 'Dependent is No Longer a Full-time Student' entry in the table below.

Description	Eligibility Period	Start
Life Event		
Disenroll due to Enrollment in Other Coverage	45 days before and 45 days after the event date	Start
Disenroll due to Enrollment in Medicaid Coverage	60 days before and 60 days after the event date	Start
Adaptation	45 days of the event date	Start
Birth	180 days of the event date	Start
Civil Union	45 days of the event date	Start
Death of Dependent	730 days of the event date	Start
Dependent is No Longer a Full-time Student	45 days of the event date	Start
Domestic Partnership	45 days of the event date	Start
Guardianship	45 days of the event date	Start
Leave of Absence Without Pay	45 days of the event date	Start
Loss of Coverage	45 days before and 45 days after the event date	Start
Loss of Medicaid Coverage	60 days before and 60 days after the event date	Start
Marriage	45 days of the event date	Start

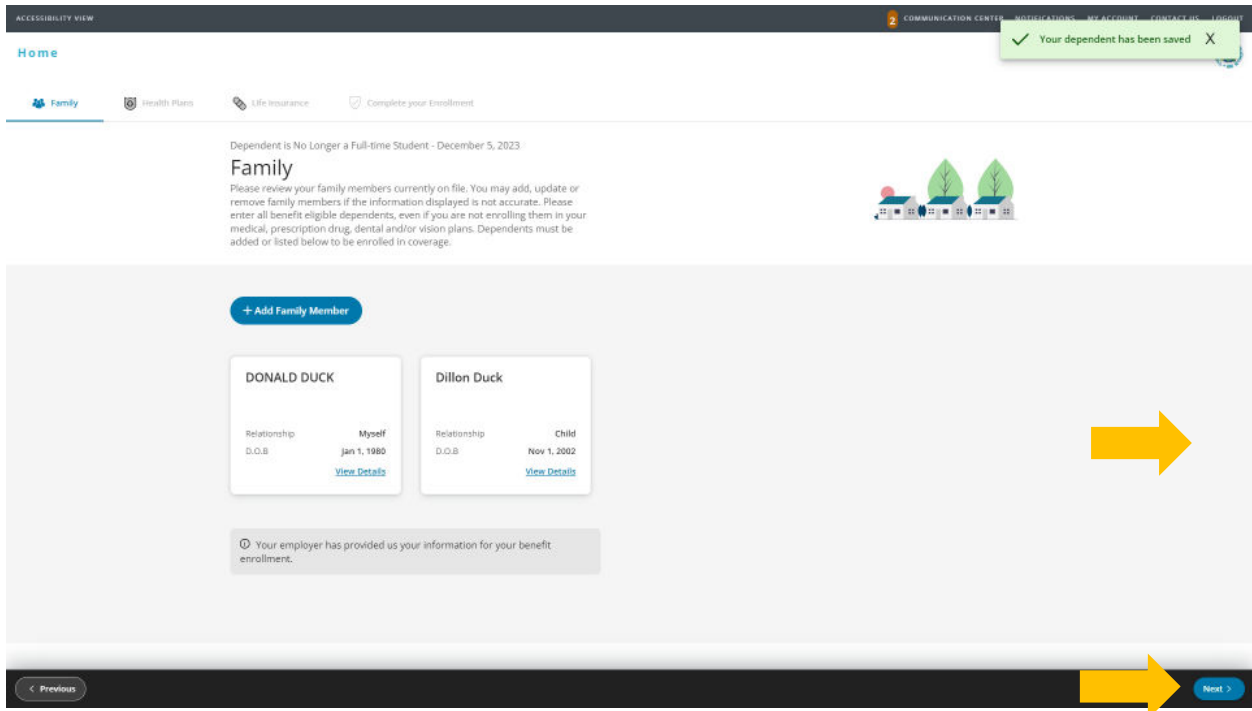
5. Under the dependent's name that is no longer a full-time student, click [View Details](#).

The screenshot shows the 'Family' page. At the top, there is a navigation bar with 'Home' and 'Family' (selected). Below the navigation bar, there is a section titled 'Dependent is No Longer a Full-time Student - December 5, 2023'. The main content area is titled 'Family' and contains a message: 'Please review your family members currently on file. You may add, update or remove family members if the information displayed is not accurate. Please enter all benefit eligible dependents, even if you are not enrolling them in your medical, prescription drug, dental and/or vision plans. Dependents must be added or listed below to be enrolled in coverage.' Below this message is a '+ Add Family Member' button. There are two family member cards displayed: 'DONALD DUCK' (Relationship: Myself, D.O.B: Jan 1, 1980) and 'Dillon Duck' (Relationship: Child, D.O.B: Nov 1, 2002). A yellow arrow points to the 'View Details' link under the 'Dillon Duck' card. At the bottom of the page, there are 'Previous' and 'Next' buttons.

6. Under "Currently a full-time student?", select "No" and click [Save](#).



7. Click **Next** in the bottom right corner.



8. Review health plans. The “Dependent Is No Longer a Full-Time Student” event applies to dental and vision plan enrollment only. Dependent children can be enrolled in medical and prescription drug plans until age 26, regardless of whether they are a full-time student or not. Click **Next** to continue.

The screenshot shows the 'Health Plans' enrollment page for the 'Medical' category. The page title is 'Health Plans' and the event is 'Dependent is No Longer a Full-time Student - December 5, 2023'. The 'Medical' tab is selected. Below the tabs, there is an 'Important information' section with a medical icon and a paragraph of text. Underneath, there is a 'Medical' section with a 'Select who is covered' box containing two options: 'DONALD DUCK' (checked) and 'Dillon Duck'. To the right, a plan card is displayed for 'EUTF HMO Kaiser Standard Medical (Including Rx) w/ Chiro' with a cost of '\$25.00 per pay'. At the bottom, a dark navigation bar shows 'Cost per pay period: \$33.00' and 'Employer cost per pay period: \$239.05'. A yellow arrow points to the 'Next >' button.

9. Prescription drug coverage is bundled with medical plans. Click **Next** to continue.

The screenshot shows the 'Health Plans' enrollment page for the 'Prescription Drug' category. The page title is 'Health Plans' and the event is 'Dependent is No Longer a Full-time Student - December 5, 2023'. The 'Prescription Drug' tab is selected. Below the tabs, there is an 'Important information' section with a prescription drug icon and a paragraph of text. Underneath, there is a 'Prescription Drug' section with a card showing '\$0 per pay' and 'No Coverage Option'. A 'Scroll down' button is visible. At the bottom, a dark navigation bar shows 'Cost per pay period: \$33.00' and 'Employer cost per pay period: \$239.05'. A yellow arrow points to the 'Next >' button.

10. Review **dental** plan enrollment. Dependent that is no longer a full-time student has a slash next to their name and is marked ineligible and no longer enrolled in the plan. The cost listed for each plan is per pay period. Click **Next** to continue.

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Home

Family | Health Plans | Life Insurance | Complete your Enrollment

Dependent is No Longer a Full-time Student - December 5, 2023

Health Plans

Medical | Prescription Drug | **Dental** | Vision

Important information

- Dental**
According to the waiting period requirements for this plan, coverage will begin on December 16, 2023

Dental

Select who is covered

- DONALD DUCK
Myself
- Dillon Duck
Child

EUTF Dental

\$7.16
per pay

Scroll down

Cost per pay period: \$33.00 | Employer cost per pay period: \$239.05

See all benefits and costs

Previous | Next

11. Review **vision** plan enrollment. Dependent that is no longer a full-time student has a slash next to their name and is marked ineligible and no longer enrolled in the plan. Click **Next** to continue.

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Home

Family | Health Plans | Life Insurance | Complete your Enrollment

Dependent is No Longer a Full-time Student - December 5, 2023

Health Plans

Medical | Prescription Drug | Dental | **Vision**

Important information

- Vision**
According to the waiting period requirements for this plan, coverage will begin on December 16, 2023

Vision

Select who is covered

- DONALD DUCK
Myself
- Dillon Duck
Child

EUTF Vision

\$0.84
per pay

Cost per pay period: \$33.00 | Employer cost per pay period: \$239.05

See all benefits and costs

Previous | Next

12. For State and County of Maui employees, review premium conversion plan selection then click **Next**. All other employees, skip to step 13.
13. Review life insurance enrollment then click **Next**.
14. Review enrollment changes, cost summary and terms and conditions. If you agree to the terms and conditions, **check the box** next to “I agree to the terms and conditions” and then click **Complete Enrollment**.
15. Your enrollment request has been submitted. There are no required supporting documents for this event. Review enrollment and COBRA documents from the homepage under Communication Center in the upper black navigation bar. Click **Next** to take a survey or to navigate back to the homepage.