

HOW TO APPLY FOR OPTIONAL LIFE INSURANCE

(For Open Enrollment and/or New Hires)

Applying As a New Hire or Newly Benefit Eligible Employees

During your initial enrollment period, you are allowed to enroll for limited amounts of Life Insurance coverage for yourself, your spouse and/or children on a “guaranteed-issue” basis. This means no health questions are needed and you cannot be turned down for coverage. After this initial enrollment period, proof of good health will be required.

Note: During your initial enrollment period, you can also apply for coverage beyond the guaranteed-issue amounts - with evidence of insurability (please answer the Health Questions).

Applying During An Open Enrollment Period

Evidence of insurability will be required to enroll or increase all amounts of Life Insurance coverage for yourself, your spouse, and/or children during the School District’s annual open enrollment period. You can apply for coverage in \$5,000 increments, up to the plan maximum.

How to Submit Your Application

1. **Print the Group Life Insurance Evidence of Insurability form from the next page.**
2. Complete the form, sign and date it.
3. FAX your completed form to Ochs, Inc. at 651-665-3791.

Or if you prefer to mail your forms, send them to:

Ochs, Inc.
400 Robert Street North, Suite 1880
St. Paul, MN 55101-2015

If you have questions, please call Ochs Inc. at 651-665-3789.

Group Life Insurance Evidence of Insurability

MINNESOTA LIFE

Minnesota Life Insurance Company - A Securian Company
 400 Robert Street North • 18-3789 • St. Paul, Minnesota 55101-2098

EMPLOYER NAME:

POLICY NUMBER:

1. Always complete sections A, D, and E.
2. And if you are electing coverage on your dependents, complete sections B and/or C.

A. EMPLOYEE INFORMATION

First name	Middle initial	Last name	Email address	
Street address		City	State	Zip code
Date of birth		Date of employment	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
Amount of \$				

B. SPOUSE INFORMATION

First name	Middle initial	Last name	Email address	
Date of birth	Social Security number		Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	
Amount of \$				

C. CHILDREN INFORMATION - (list names and dates of birth for your eligible children)

	Amount of \$
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D. HEALTH QUESTIONS - (must be answered for coverage that is not guaranteed)

In answering the following health questions, you need not disclose an HIV (AIDS Virus) test which was administered: (1) to a criminal offender or crime victim as a result of a crime that was reported to the police; (2) to a patient who received the services of emergency medical services personnel at a hospital or medical care facility; (3) to emergency medical personnel who were tested as a result of performing emergency medical services. Refer to the definition on page 2 of "emergency medical personnel". The term "emergency medical personnel" includes individuals employed to provide pre-hospital emergency services; licensed police officers, firefighters, paramedics, emergency medical technicians, licensed nurses, rescue squad personnel, or other individuals who serve as volunteers of an ambulance service who provide emergency medical services; crime lab personnel, correctional guards, including security guards at the Minnesota security hospital, who experience a significant exposure to an inmate who is transported to a facility for emergency medical care; and other persons who render emergency care or assistance at the scene of an emergency, or while an injured person is being transported to receive medical care and who would qualify for immunity under the good samaritan law.

Employee	Spouse	Children	Employee	Spouse	Occupation	
Yes No	Yes No	Yes No	Height	Weight	Height	Weight
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	1. During the past three years, have you for any reason consulted a physician(s) or other health care provider(s), or been hospitalized?			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Have you ever had, or been treated for, any of the following: heart, lung, kidney, liver, nervous system, or mental disorder; high blood pressure; stroke; diabetes; cancer or tumor; drug or alcohol abuse including addiction?			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Have you ever been diagnosed as having Acquired Immune Deficiency Syndrome (AIDS), or any disorder of your immune system; or had any test showing evidence of antibodies to the AIDS virus (a positive HIV test)?			

If you answer yes to any question, give details including dates, names and addresses of doctors or hospitals, the reason for the visit or consultation, the diagnosis, and the treatment in the Additional Health Information Section on the second page or on a separate sheet of paper.

E. AUTHORIZATION

The answers provided on this application are representations of the person signing below. The answers given are true and complete. It is understood that Minnesota Life Insurance Company, (the Company), St. Paul, Minnesota 55101-2098 shall incur no liability because of this application unless and until it is approved by the Company and the first premium is paid while my health and other conditions affecting my insurability are as described in this application. I understand that false or incorrect answers to the above questions may lead to rescission of coverage. If coverage is rescinded, an otherwise valid claim will be denied.

To determine my insurability or for claim purposes, I authorize any person(s), medical practitioner, institution, insurance company or Medical Information Bureau (MIB) to give any medical or nonmedical information about me including alcohol or drug abuse, to the Company and its reinsurers. I authorize all said sources, except MIB, to give such information to any agency employed by the Company to collect and transmit such information. I understand in determining eligibility for insurance or benefits, this information may be made available to underwriting, claims, medical and support staff of the Company. If I do not revoke this authorization, it will be valid for 24 months from the date I sign it.

This authorization excludes the release of information about HIV (AIDS Virus) tests which were administered: (1) to a criminal offender or crime victim as a result of a crime that was reported to the police; (2) to a patient who received the services of emergency medical services personnel at a hospital or medical care facility; (3) to emergency medical personnel who were tested as a result of performing emergency medical services. A photocopy shall be as valid as the original. I have read this Authorization and the Consumer Privacy Notice on the second page and I understand that I can have copies.

Employee signature X	Daytime telephone number	Evening telephone number	Date signed
Spouse signature X	Daytime telephone number	Evening telephone number	Date signed

CONSUMER PRIVACY NOTICE

To underwrite your insurance request, the Company may ask for additional personal information, such as an insurance medical exam; lab tests; medical records from your insurance company, physician or hospital; a report from the Medical Information Bureau (MIB), a non-profit organization of life insurance companies that exchanges information among its members. Information about your insurability is confidential. Without your express authorization, the Company or its reinsurers may send your information to government agencies that regulate insurance; or, without identifying you, to insurance organizations for statistical studies; or may make a brief report of health information to the MIB. If you apply to a MIB member company for life or health insurance, or submit a benefits claim for benefits to a member company, the MIB, upon request, will supply the member company with the information in its file. You or your authorized representative have the right to: receive by mail or to copy your personal information in the Company or MIB files, including the source and who received copies within the past two years; to correct or amend personal information in these files; to know specific reasons why coverage was not issued as applied for; and to revoke your authorization at any time. At your written request, within 30 days the Company will explain in writing how to learn what is in your file, its source, how to correct or amend it or how to learn why coverage was not issued as applied for. You can send a written statement as to why you disagree. If we correct or amend the information, we will notify you and anyone who may have received the information. If we do not agree with your statement, we will notify you and keep your statement in your file.

For further information about your file or your rights, you may contact:

Group Division Underwriting
Minnesota Life Insurance Company
400 Robert Street North
St. Paul, Minnesota 55101-2098
Telephone: (800) 872-2214

For information about the MIB, you may contact:

MIB
50 Braintree Hill, Suite 400
Braintree, MA 02184-8734
MIB Telephone: (866) 692-6901
MIB TTY: (866) 346-3642
Website: www.mib.com

F. ADDITIONAL HEALTH INFORMATION

NAME	DATE	NAME AND ADDRESS OF DOCTOR, CLINIC, HOSPITAL	REASON FOR CONSULTATION	DIAGNOSIS AND TREATMENT

FOR HOME OFFICE USE ONLY:**POLICY NUMBER:**

Employee		Spouse		Children	
Current in force \$	U/W applied for \$	Current in force \$	U/W applied for \$	Current in force \$	U/W applied for \$
<input type="checkbox"/> Approved	<input type="checkbox"/> Declined	<input type="checkbox"/> Incomplete	<input type="checkbox"/> Approved	<input type="checkbox"/> Declined	<input type="checkbox"/> Incomplete
By	Date	By	Date	By	Date