

**Eligibility Checklist for Medical and Dental Care Plans
For Part-Time Faculty (Except Mannes Faculty*)
For Academic Year 2020-2021**

There are four steps in determining whether part-time faculty who are members of Local 7902 ACTUAW* are eligible to participate in the University's medical and/or dental care plan(s) for academic year 2020-2021.

Step 1: Please check one response.

As of 9/1/20, I will have worked at the University at least one academic year.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
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You must check "Yes" to the question above to proceed to Step 2. If you checked "No", you are NOT eligible to participate in the University's medical and/or dental care plan(s).

Step 2: Please check one response for each statement.

I taught a minimum of 90 contact hours for two or more courses or the equivalent in teaching activities during academic year 2019-20 (fall 2019, spring 2020).	<input type="checkbox"/> Yes	<input type="checkbox"/> No
I earned at least \$6,467.40 (90 x non-credit rate in effect as of 9/1/19) in wages for teaching two or more courses or the equivalent in teaching activities during academic year 2019-20 (fall, spring or summer).	<input type="checkbox"/> Yes	<input type="checkbox"/> No

You must check "Yes" to at least one of the questions above to proceed to Step 3. If you checked "No" to both questions, you are NOT eligible to participate in the University's medical and/or dental care plan(s).

Step 3: Please check one response for each statement.

I received my appointment letter(s) confirming my teachings of at least 90 contact hours for two or more courses for the fall 2020 semester and/or spring 2021 semester.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
I am scheduled to earn at least \$6,661.80 (90 x non-credit rate in effect as of 9/1/20) in wages for teaching two or more courses or the equivalent in teaching activities during the fall 2020 semester and/or spring 2021 semester.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

For Step 3 Eligibility, all scheduled courses are considered tentative and do not count towards eligibility until receipt of an appointment letter for the fall and spring semester. You must check

“Yes” to at least one of the questions above to be eligible to participate in the University’s medical and/or dental care plan(s). If you checked “No” to both questions, you are NOT eligible to participate in the University’s medical and/or dental care plan(s).

Teaching activities include compensation for additional duties as outlined in the contract.

Courses canceled post-appointment by the University count as courses taught.

If you are determined to be newly eligible during one of our “PTF Benefit Eligibility” review we will contact you via email with instructions on how to make your benefit elections in MyDay.

Faculty scheduled to teach in either the spring or fall semester and who are eligible for coverage must pay their full share of the premiums in advance, possibly on a post-tax basis. Faculty who do not prepay for their coverage must earn enough in wages to cover the cost of the premium share of the plan they select.

*Mannes Part-Time Faculty who are members of Local 7902 ACT-UAW should see “Eligibility Checklist for Medical and Dental Care Plans for Mannes Part-Time Faculty for Academic Year 2020/2021”.

*Jazz Part-Time Faculty who are members of Local 802, American Federation of Musicians, AFLCIO should see “Eligibility Checklist for Medical and Dental Care Plans for Local 802 Part-Time Faculty for Academic Year 2020-2021”.