

Human Resources80 Fifth Avenue, 8th Fl, New York, NY 10011

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Email: benefitshelp@newschool.edu**HEALTH SAVINGS ACCOUNT (HSA) ENROLLMENT/CHANGE FORM**Effective Date: ____/____/2016 ☐ New Election ☐ Change to previous election* (complete change type)**I. EMPLOYEE INFORMATION (Please Print)**

Employee ID No. (University ID or SSN):

Last Name:

First Name:

Middle Initial:

II. HEALTH SAVINGS ACCOUNT ELECTIONHSA contribution per-paycheck \$ _____

(changes to a previous election will become effective with the next applicable pay cycle)

☐ Increase Deduction☐ Decrease Deduction☐ Stop Deduction**2016 Limits***

Single - \$3,350

Family - \$6,750

Over age 55 Catch up - add'l \$1,000

* In order to be eligible for the Health Savings Account, you must have elected the High Deductible Health Plan with United Healthcare. If you enroll for employee only coverage, the University will contribute a maximum annual amount of \$750 to the HSA (prorated for a partial year). If you enroll for family coverage, the University will contribute an annual maximum amount of \$1,500 to the HSA (prorated for a partial year). Your annual contribution, plus the University's contribution cannot exceed the limits above.

III. AUTHORIZATION AGREEMENT

I understand that in order to be eligible for the Health Savings Account, I cannot be enrolled in the University's Health Care Flexible Spending Account.

I understand that by filling out this enrollment/change form, I must open my account with Optum Health Bank before contributions to my Health Savings Account will begin.

I have read and understand the details of a Health Savings Account as outlined in the IRS Publication 969 at <http://www.irs.gov/pub/irs-pdf/p969.pdf>.

I hereby authorize the New School to deduct the above specified amount pre-tax from my wages to be deposited into my Health Savings Account with Optum Health Bank as outlined on this enrollment/change form.

Signature: _____

Date: ____/____/____

OFFICE USE ONLYPayroll Schedule: ☐ Monthly (MN__) ☐ Bi-weekly (BS/BH__) ☐ Weekly (WK__)