

Qualified Life Event-Gain in Coverage

Gaining other insurance coverage may allow you to make changes to your GW benefits.

Change your health insurance enrollment

- If you or your dependents gain coverage outside of GW, you may waive your health, dental, and vision benefits via go.gwu.edu/enroll4benefits within 30 calendar days from the gain coverage date. Please keep in mind that proof of gain in coverage must be provided to Benefits within 30 calendar days of the event date. Forms of acceptable documentation include a letter from the employer or insurer on company letterhead stating when your coverage will start, copy of approved benefits enrollment form in conjunction with plan policy that confirms the health benefits coverage effective dates for new hires, copy of health insurance card that lists the date or insurance vendor notification that lists the coverage effective date.

Effective date of changes:

- If approved, changes made to your benefits due to a gain in coverage are effective the first of the month following the date Benefits receives your supporting documentation - as long as it is received and your online changes are completed within 30 calendar days from the life event date.
 - For example, if your other coverage begins 11/30 and you wish to waive GW coverage effective 12/1, you must provide your supporting documentation to Benefits no later than 11/30.
 - You then will have 30 calendar days from the life event date to enter your online changes. The coverage changes, if approved, will be retro to 12/1.

Examples of Coverage Start Date If Coverage Gained on November 30th:

If All Paperwork Is Received By:	The Change Will Be Effective On:
November 30th	December 1st
December 1 - 30th	January 1st
December 31st	You have missed the 30 calendar day deadline and may not make changes to your coverage