

From: [Felsmann, Diana M - ETF](#)
To: [Young, Kathryn - ETF](#)
Cc: [Voelker, John - ETF](#); [Henning, Pamela - ETF](#)
Subject: FW: Individual & Family Life Insurance Enhanced Enrollment Opportunity and Annual Increase Option
Date: Monday, August 4, 2025 3:15:57 PM

Hi Kathryn,

Would you please treat this member email as controlled correspondence and forward to OSHP for response?

Thank you,

Diana

From: [REDACTED]
Sent: Monday, August 4, 2025 2:28 PM
To: Henning, Pamela - ETF <Pamela.Henning@etf.wi.gov>; Felsmann, Diana M - ETF <Diana.Felsmann@etf.wi.gov>; Voelker, John - ETF <John.Voelker@etf.wi.gov>
Cc: [REDACTED]
Subject: Re: Individual & Family Life Insurance Enhanced Enrollment Opportunity and Annual Increase Option

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Hi ETF, UW System and UWM,

I am inquiring regarding the opportunity to enroll during the "one-time enhanced enrollment opportunity to enroll in or increase your employee coverage in the Individual & Family (I&F) Life Insurance Plan".

I was alerted today by a coworker and would have certainly done so had I been notified by my employer...I found the email buried amongst several other communications.

Please assist me in achieving this for my family as I was also misdirected upon my official hire in 2011 regarding the 30 day window to enroll in State Group Life...please advise and assist as needed for a smooth solution here thanks!

Regards,

Adam

Adam Nowaczyk

From: UWSystemHR@uwss.wisconsin.edu <UWSystemHR@uwss.wisconsin.edu>

Sent: Saturday, September 28, 2024 4:31 PM

To:

Subject: Individual & Family Life Insurance Enhanced Enrollment Opportunity and Annual Increase Option

Dear ADAM,

During the Annual Benefits Enrollment (ABE) held September 30 – October 25, 2024, due to the life insurance plan offering changes, you have a one-time enhanced enrollment opportunity to enroll in or increase your employee coverage in the Individual & Family (I&F) Life Insurance Plan. Employees currently enrolled in spouse/domestic partner and/or child coverage also have an Annual Increase Option. Below are actions you can take this fall during ABE:

Enroll In or Increase Your Employee Coverage (One-Time Enhanced Enrollment Opportunity)

- If you are not currently enrolled, you can enroll in **employee** coverage up to increments, without evidence of insurability (proof of good health)
- If currently enrolled, you can increase your **employee** coverage by up to without evidence of insurability (proof of good health). The annual increase option for employee coverage is typically

Increase Your Spouse/Domestic Partner and/or Child Coverage (Annual Increase Option)

- If you are currently enrolled in **Spouse/Domestic Partner and/or Child** coverage,

you may increase your current coverage during ABE by the following amounts without evidence of insurability (proof of good health):

- o Spouse/domestic partner: [REDACTED]

[REDACTED]

- o [REDACTED]

Note: Spouse/domestic partner or child coverage cannot exceed the level of your employee coverage.

- If you are not currently enrolled in spouse/domestic partner and/or child coverage, you may apply for coverage through evidence of insurability. You must enroll or be enrolled in employee coverage to apply for spouse/domestic partner and/or child coverage.

How to Make the Decision to Change Your Coverage

To assist with your decision to change (enroll, increase, reduce or cancel) your coverage level and to calculate your 2025 premium, use the Individual & Family Life Insurance Premium calculator found on the Universities of Wisconsin ABE web page (<https://www.wisconsin.edu/abe/>) under the Resources section.

How to Find Your Current Enrollment and Add or Change Coverage

To find your current enrollment and add or change coverage, log into my.wisconsin.edu and select the Individual & Family Life Insurance from the Benefits Enrollment tile (UW-Madison employees can also use the Benefit Information tile on my.wisc.edu). Help resources can be found by clicking the three dots in the upper right of the enrollment page and selecting Help.

After you make a change (enroll, increase, reduce, or cancel) to your coverage, watch for an email within 48 hours with instructions on how to review your benefits for coverage effective January 1, 2025. Review your benefits elections to ensure they are accurate.

All changes must be received by **Friday, October 25, 2024, 4:30PM**. Coverage changes will be **effective January 1, 2025**, with new premiums deducted from January pay.

Questions

Visit the Individual & Family Life Insurance web page at (<https://www.wisconsin.edu/ohrwd/benefits/life/if/>) for more information about this plan. Reach out to your benefits contact at (<https://www.wisconsin.edu/ohrwd/benefits/contact/>) if you have questions after reviewing available resources.

Sincerely,

Universities of Wisconsin Office of Human Resources

For enhanced security, this email does not contain clickable links.