

Life Insurance *Beneficiary Designation*

This form is to be used for designating the beneficiary(ies) who would receive a benefit from your university-provided Group Term Life Insurance (GTLI) and Voluntary Group Term Life Insurance (VGTLI). Complete the applicable section(s) below and return to the Office of Human Resources as soon as possible.

SECTION I: PERSONAL INFORMATION (PRINT OR TYPE)

Faculty/Staff Member's Full Name:

First	M.I.	Last
OSU Employee ID Number (required)	Birth Date (mm/dd/yyyy)	Daytime Phone Number

SECTION II: WAIVER OF ENTITLEMENT

Please send me an application to limit my GTLI benefit to \$50,000.

- Per IRS regulations, the value of employer-provided life insurance that exceeds \$50,000 is considered taxable income.
 - To avoid this additional taxable income, you may waive all life insurance above \$50,000 by completing a Waiver of Entitlement form online at **hr.osu.edu/forms/#Lifeinsurance**.
 - To increase your coverage at a later date, medical Evidence of Insurability (EOI) and approval by Minnesota Life Insurance Company, the life insurance carrier, will be required.
- Consult your tax advisor for additional information about the taxability of life insurance benefits.

SECTION III: PRIMARY BENEFICIARY(IES)

Primary beneficiaries are the person(s) designated to be paid life insurance benefits upon your death. **Note:** If a minor child is designated as a beneficiary, you may wish to establish a guardianship or trust, as children cannot access life insurance funds paid under this plan until age 18. Attach a separate sheet for additional beneficiaries. Total designations for primary beneficiaries should equal 100%.

Full Name (Last, First, MI)	Relationship	% designation
Birth Date (mm/dd/yyyy)	Address	
Full Name (Last, First, MI)	Relationship	% designation
Birth Date (mm/dd/yyyy)	Address	

SECTION IV: CONTINGENT BENEFICIARY(IES)

Contingent (secondary) beneficiaries are paid only in the event that all designated primary beneficiaries are already deceased at the time of your death. **Note:** If a minor child is designated as a beneficiary, you may wish to establish a guardianship or trust, as children cannot access life insurance funds paid under this plan until age 18. Attach a separate sheet for additional beneficiaries. Total designations for contingent beneficiaries should equal 100%.

Full Name (Last, First, MI)	Relationship	% designation
Birth Date (mm/dd/yyyy)	Address	
Full Name (Last, First, MI)	Relationship	% designation
Birth Date (mm/dd/yyyy)	Address	

SECTION V: LIFE INSURANCE PROGRAM PROVISIONS

I hereby enroll for the insurance under the provisions of the group policy or policies (including any future amendments) issued by Minnesota Life Insurance Company on the employees of The Ohio State University and its designated affiliates. I revoke all previous beneficiary nominations, together with any settlement elections, and make the nomination of beneficiary with respect to all insurance provided now or any time in the future under the above group insurance policy still reserving to myself the privilege of making other future changes subject to the policy provisions. If more than one beneficiary is designated, settlement will be made in equal shares to such of the designated beneficiaries (or beneficiary) as survives me, unless otherwise provided herein. If no designated beneficiary survives me, settlement will be made as provided in the policy(ies). All beneficiaries are considered primary unless I specify as contingent.

SECTION VI: AUTHORIZATION

I hereby apply for the group term life insurance and certify that I agree to the provisions stated on this form.

Signature of Faculty/Staff Member	Date
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If you have questions, contact the Office of Human Resources Customer Service Center at service@hr.osu.edu, hr.osu.edu, (614) 292-1050, 1-800-678-6010.
Return completed form to: Office of Human Resources, Benefits Processing/Life, 1590 N. High St., Suite 300, Columbus, OH 43201-2190; Fax: (614) 292-7813