

BENEFITS AT RETIREMENT CHECKLIST

___ Contact your retirement plan rep (ASRS, PSPRS, ORP)

___ Notify your department in writing

___ Contact Social Security Administration (if applicable)

___ Contact the ASU Benefits Office | 480.965.270

MEDICAL

- Retain coverage under Benefit Options (ADOA).
- Decline coverage under Benefit Options (ADOA).
- Elect ASRS coverage. Cannot change back to ADOA.

DENTAL

- Retain coverage under Benefit Options (ADOA).
- Decline coverage under Benefit Options (ADOA).
- Elect ASRS coverage. Cannot change back to ADOA.

VISION

- Retain coverage under Benefit Options (ADOA).
- Decline coverage under Benefit Options (ADOA).

OPEN ENROLLMENT FOR HEALTH INSURANCE

- Information will be mailed yearly in the fall to your home for coverage changes effective January 1.

FLEXIBLE SPENDING ACCOUNTS (FSA)

- If you qualify to continue your Health Care FSA, you will receive COBRA information from ASI.
- Without COBRA, expenses incurred after you retire are not eligible for reimbursement.

LIFE INSURANCE | Coverage ENDS at retirement

Standard

- May port or convert within 31 days of retiring.
- Call ASU Benefits Office to request application.

Aetna

- May convert to whole life within 30 days of retiring.
- If you have at least 10 years at ASU and have had Aetna for the last 5 years, you may retain \$5,000 and \$2,000 for your spouse at group rate.
- If you have at least 15 years at ASU and have had Aetna for the last 5 years, the university provides \$5,000 for retiree and \$2,000 for your spouse.
- Call ASU Benefits Office to request application.

ReliaStar | 800.955.7336, x23403

- Retain as an individual plan to age 75.
- Convert to whole life within 30 days.

SHORT- AND LONG-TERM DISABILITY

- Coverage ends at retirement
- Contact your carrier if you are receiving disability benefits at the time of your retirement.

LONG-TERM CARE INSURANCE | 800.237.7736

- May continue on a direct payment option

403(b) AND/OR 457(b) PLAN

- Call vendor representative to discuss options

VACATION LEAVE – Refer to SPP 702-01

- Vacation is paid out, up to one year's accrual

SICK LEAVE – SPP 701-01 or ACD 702-02

- A % of sick leave is paid for 500-1500 hours
- RASL program administered by State of Arizona, General Accounting Office

ASU RETIREES ASSOCIATION | 480.965.7668 asura.asu.edu

AUTO & HOME INSURANCE | 800.438.6387

- Call MetLife Auto & Home®

***COMPUTER ACCOUNTS**

- May retain; Benefits will process upon retirement

CREDIT UNION | 480.965.4426

***PARKING | 480.965.6124**

- May retain

***SUN CARD | 480.965.2273**

- Go to Sun Card Office AFTER you retire.

SAVINGS BONDS and UNITED WAY

- Payroll deductions end at retirement

***STUDENT REC CENTER | 480.965.8900**

- May continue membership or join

***TUITION WAIVER - SPP 505**

- Available to retiree, spouse and dependents

***UNIVERSITY CLUB | 480.965.0700**

- May continue membership or join

EMERITUS COLLEGE | 480.965.0002

*Must be ASU Retiree to qualify