The following are eligibility rules, guidelines and documentation requirements for enrollment of qualifying dependents in Cleveland State University's group benefit plans, including provisions of Federal and State legislation for Adult Children. Information in this chart is in summary form. Refer to the University's Eligibility Rules Chart for details on the Human Resources Benefits web page under the “Frequently Requested Enrollment Information” Dependent Eligibility section. Adult Children can be covered under the Plan until they attain age 26, regardless of their student or marital status and regardless whether they live at home or whether you support them.

<table>
<thead>
<tr>
<th>Dependent Type</th>
<th>Eligibility Requirement</th>
<th>Plan Coverage</th>
<th>Documentation Requirement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spouse</td>
<td>Husband or wife of a covered employee</td>
<td>• Medical</td>
<td>• State issued marriage certificate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Dental</td>
<td>• Federal tax return issued within last 2 years</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Vision</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Supplemental Life Insurance</td>
<td></td>
</tr>
<tr>
<td>Same-Sex Spouse</td>
<td>Same gender husband or wife of a covered employee</td>
<td>• Medical</td>
<td>• State issued marriage certificate</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Dental</td>
<td>• Federal tax return issued for most recent tax year</td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Vision</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>• Supplemental Life Insurance</td>
<td></td>
</tr>
<tr>
<td>Same-Sex Domestic Partner</td>
<td>A person of same gender who meets the following criteria:</td>
<td>• Medical</td>
<td>• Notarized Affidavit of Domestic Partnership</td>
</tr>
<tr>
<td></td>
<td>• Shares a residence with an eligible employee for at least 6 months</td>
<td>• Dental</td>
<td>• Two proofs of joint ownership or joint residency issued within last 6 months</td>
</tr>
<tr>
<td></td>
<td>• At least 18 years of age</td>
<td>• Vision</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Is not related to the employee by blood to a degree of closeness that would prohibit legal marriage</td>
<td>• Supplemental Life Insurance</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Listed as Domestic Partner on the most recent notarized CSU Affidavit of Domestic Partnership</td>
<td></td>
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</tr>
<tr>
<td></td>
<td>• Is not in relationship solely for the purpose of obtaining benefit coverage</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Is not married or separated from any other person</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
**Experience a Qualified Change in Status? Contact Human Resources**

When a life-changing event occurs, you can make a mid-year benefit enrollment change to your current coverage without waiting for the annual open enrollment period. CSU permits a change in your benefit enrollment when you experience a qualified change in status event. You must notify Human Resources within 31 days of the event to make a change to your coverage. For more information, see Frequently Requested Enrollment Information on the Human Resources website of myCSU.

Generally, the following change in status events qualify to make a mid-year enrollment change:
- Marriage or divorce
- Birth or adoption of a child
- Death of a dependent
- Change in spouse’s employment status resulting in loss of coverage or acquiring new coverage
- Loss of dependent child's eligibility for coverage
- Change in circumstance for Adult Dependent Child for HB1 extended coverage.

Obtaining coverage through the ACA Health Insurance Marketplace qualifies as a mid-year change in status permitting you to make a change to your CSU medical coverage outside of CSU’s annual open enrollment time period.

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### DEPENDENT BENEFITS ELIGIBILITY

<table>
<thead>
<tr>
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<th>Plan Coverage</th>
<th>Documentation Requirement</th>
</tr>
</thead>
</table>
| Dependent Child | Child related to a covered employee up to age 26 including:  
- Biological child  
- Adopted child  
- Step child  
- Legal ward  
- Child of which employee or spouse of employee is legal guardian  
- Child(ren) may be married, do not have to reside with parents, or be financially dependent upon them, and may be eligible to enroll in their employers plan. | • Medical  
• Dental  
• Vision  
• Supplemental Life Insurance (to age 26) | • State issued birth certificate  
• Adoption certificate  
• Court ordered document of legal custody |

**NOTE:** 
Coverage will no longer be offered as of July 1, 2017

| Adult Dependent Child HB1 Extended Coverage  
(Coverage beyond age limit of Federal Health Reform Coverage) | State of Ohio House Bill 1 (HB1) Extended Coverage (age 26 to 28):  
- Biological, adopted or step child; and  
- Unmarried; and  
- Resident of the State of Ohio or full-time student outside State of Ohio at an accredited public or private institution of higher education; and  
- Not eligible for health care coverage under his/her employer’s health benefit plans; and  
- Not eligible for coverage under Medicare or Medicaid | • Medical coverage only | The following forms (based on parent’s enrollment) must be submitted to Human Resources before enrollment is processed:  
- Medical Mutual of Ohio (MMO) Traditional Plan, Value Plan or MetroHealth Select Plan  
- Adult Dependent Child HB1 Certification Form  
1Forms are located at http://mycsu.csuohio.edu/offices/hrd/benefits.html |

| Dependent Child and Adult Dependent Child (Same-Sex Domestic Partner) | Domestic Partner Child to age 26 with relationship to a covered employee:  
- The child of the employee’s covered Same-Sex Domestic Partner:  
  – Biological, adopted or legal ward | • Medical  
• Dental  
• Vision  
• Supplemental Life Insurance (to age 26) | • Required documentation for Same-Sex Domestic Partnership  
• State issued birth certificate |

*Information contained in this booklet is in summary form. Certain benefits, limitations or exceptions may not be described in detail. If there are any discrepancies between the information presented and the actual plan documents, the plan documents will govern.*