

Use this task to submit a divorce life event in UCPATH.

Marriage, birth, adoption, divorce and benefit changes for AD&D, disability insurance or life insurance can be made by the employee via **Employee Actions** within designated time periods of the specific event. Benefit changes related to a loss or gain of outside coverage are not allowed in **eBenefits Employee Actions**. Employees must contact the UCPath Center for benefit changes related to loss or gain of outside coverage, such as with a spouse.

### Dashboard Navigation:

Health and Welfare > **Life Events / Benefit Changes**

*or*

### Menu Navigation:

Employee Actions > Health and Welfare > **Life Events / Benefit Changes**

**Note:** This example uses sample images as seen on a computer. Sample images appear differently on a tablet or smartphone, but the steps remain the same.

Matthew Moore

Primary Title:

COMM AND NETWORK TCHL

ANL 3

Employee ID:

10000052

Service Date:

04/01/2013

UCPath

Search

Bookmark

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Ask UCPath Center

SECURITY QUESTION

Please confirm your identity by answering the following security question.

Who is your childhood best friend?

Submit

Das

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<

Health and Welfare

Pec

Per

Benefits Summary

Wo

Lea

Dependent Covera...

Emg

Hee

Life Events / Benef...

For

Ince

Enroll in Benefits

Qui

Ret

Using Your Benefits

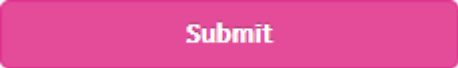
Hel

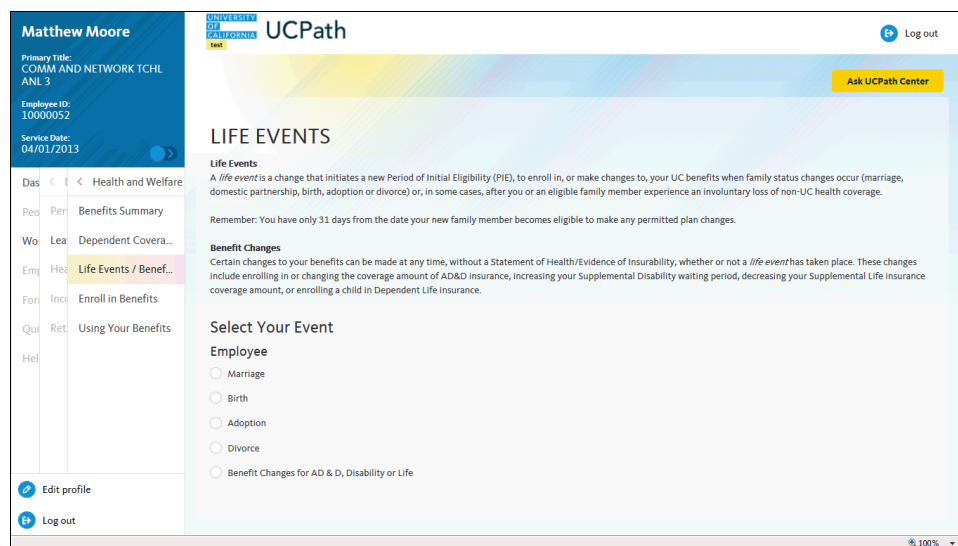
Edit profile

Log out

Help

Step	Action
1.	<p>Before you enter a life event or benefits change, you must validate your identity. UCPATH randomly displays one of the security questions set up on your profile. Click in the <b>Security Question</b> field.</p> <p>For this example click in the <b>Who is your childhood best friend?</b> field.</p>
2.	<p>Enter the desired information into the <b>Security Question</b> field.</p> <p>For this example, enter <b>Molly</b>.</p>

Step	Action
3.	<p>Your answer appears as a series of dots.</p> <p>Click the <b>Submit</b> button.</p> 



Step	Action
4.	<p>If you answer the question correctly, UCPath displays the <b>Life Events</b> page, and you can make your changes.</p> <p>If you answer incorrectly, an error message appears. You have three attempts to answer this question correctly. After three incorrect answers, UCPath displays the <b>Security Questions Setup</b> page. You must provide your date of birth and the last four digits of your Social Security number to validate your identity and then update your security questions and answers.</p>

Matthew Moore  
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ANL 3  
Employee ID:  
10000052  
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04/01/2013

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### LIFE EVENTS

**Life Events**  
A *life event* is a change that initiates a new Period of Initial Eligibility (PIE), to enroll in, or make changes to, your UC benefits when family status changes occur (marriage, domestic partnership, birth, adoption or divorce) or, in some cases, after you or an eligible family member experience an involuntary loss of non-UC health coverage.

Remember: You have only 31 days from the date your new family member becomes eligible to make any permitted plan changes.

**Benefit Changes**  
Certain changes to your benefits can be made at any time, without a Statement of Health/Evidence of Insurability, whether or not a *life event* has taken place. These changes include enrolling in or changing the coverage amount of AD&D insurance, increasing your Supplemental Disability waiting period, decreasing your Supplemental Life insurance coverage amount, or enrolling a child in Dependent Life insurance.

**Select Your Event**

Employee

☐ Marriage

☐ Birth

☐ Adoption

☐ Divorce

☐ Benefit Changes for AD & D, Disability or Life

Edit profile

Log out

Step	Action
5.	In this scenario, an employee recently divorced and must update personal, tax and dependent information, as well as their benefit plan coverages.
6.	Use the <b>Life Events</b> page to enter benefits changes related to the dissolution of a marriage or domestic partnership. You have 60 days from the date of the event to make any permitted plan changes.
7.	Click the <b>Divorce</b> option.

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### Change Status Date

To initiate this transaction, the application requires you first enter the Event Date that applies to this change:

- For marriage, enter your date of marriage
- For birth, enter your newborn's date of birth
- For adoption, enter the earlier of
  - the date the child was placed with you, or
  - the date you have the legal right to control the child's health care
- For divorce, enter the date your divorce was finalized
  - If more than 60 days, contact the UCPath Service Center at 1-855-9UC-PATH (1-855-982-7284) for assistance
- For benefit changes to AD&D, Disability or Life, enter today's date

Enter the appropriate date, then click **OK** to continue.

Remember: You have only 31 days from the event date to make any permitted plan changes.


**Status Change Date**

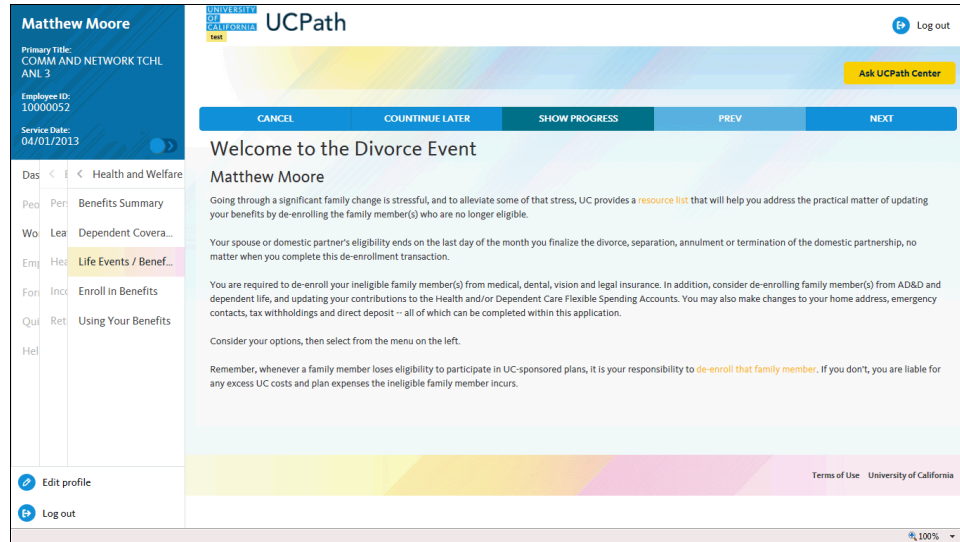
\*Date Change Will Take Effect

CANCEL OK

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https://ipiluat.universityofcalifornia.edu/pages/QUE-BS3/gle.aspx

Step	Action
8.	Click in the <b>Date Change Will Take Effect</b> field. 
9.	Use the calendar to enter the date the change takes effect, usually the date of the divorce. In this example, the date will be entered for you.
10.	Click the <b>OK</b> button.



**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL  
ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL CONTINUE LATER SHOW PROGRESS PREV NEXT

### Welcome to the Divorce Event

**Matthew Moore**

Going through a significant family change is stressful, and to alleviate some of that stress, UC provides a [resource list](#) that will help you address the practical matter of updating your benefits by de-enrolling the family member(s) who are no longer eligible.

Your spouse or domestic partner's eligibility ends on the last day of the month you finalize the divorce, separation, annulment or termination of the domestic partnership, no matter when you complete this de-enrollment transaction.


You are required to de-enroll your ineligible family member(s) from medical, dental, vision and legal insurance. In addition, consider de-enrolling family member(s) from AD&D and dependent life, and updating your contributions to the Health and/or Dependent Care Flexible Spending Accounts. You may also make changes to your home address, emergency contacts, tax withholdings and direct deposit -- all of which can be completed within this application.

Consider your options, then select from the menu on the left.

Remember, whenever a family member loses eligibility to participate in UC-sponsored plans, it is your responsibility to [de-enroll that family member](#). If you don't, you are liable for any excess UC costs and plan expenses the ineligible family member incurs.

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Edit profile  
Log out

Step	Action
11.	Use the <b>Cancel</b> button to stop and delete the life event. Use the <b>Continue Later</b> button to save your entries and return later.
12.	Click the <b>Show Progress</b> button to see all the steps for this life event. 

Matthew Moore  
Primary Title: COMM AND NETWORK TCHL  
ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

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Ask UCPath Center

Step 1 Welcome

Step 2 Benefit Summary

Step 3 Dependent Coverage Summary

Step 4 Name

Step 5 Home and Mailing Address

Step 6 Phone

Step 7 Emergency Contact

Step 8 Direct Deposit

Step 9 W4 Tax Information

Divorce Event

Continue Later


Show Progress

Prev

Next

Edit profile

Log out

Step	Action
13.	<p>The <b>Show Progress</b> pane guides you through the life event process. Each step is outlined in the pane on the left side of the page. Each step must be completed, including the last step.</p> <p>A green checkmark indicates the step is complete. An empty gray box indicates the step is incomplete.</p>
14.	<p>Click the <b>Close</b> button to hide the steps.</p> 

Matthew Moore  
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ANL 3  
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UCPath

Log out

Ask UCPath Center

CANCEL

CONTINUE LATER

SHOW PROGRESS

PREV

NEXT

Welcome to the Divorce Event

Matthew Moore

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Remember, whenever a family member loses eligibility to participate in UC-sponsored plans, it is your responsibility to [de-enroll that family member](#). If you don't, you are liable for any excess UC costs and plan expenses the ineligible family member incurs.

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Log out

Step	Action
15.	Use the <b>Previous</b> and <b>Next</b> buttons to navigate through the transaction steps.

Step	Action
16.	Click the <b>Next</b> button.

NEXT

Step	Action
17.	On the <b>Benefits Summary</b> page, review your current benefits elections.  Click the <b>Next</b> button.

NEXT

Step	Action
18.	<p>On the <b>Dependent Coverage Summary</b> page, review the current benefits coverage for each of your dependents.</p> <p>Click the <b>Next</b> button.</p> <p><b>NEXT</b></p>

Step	Action
19.	<p>If you have legally changed your name as a result of the life event, use the <b>Name Change</b> page to update your name if you have not already done so in your <b>Personal Information Summary</b>. Click the <b>Edit New Name</b> button (pencil icon) to update your name and then submit the changes on this page.</p> <p>There is no name change for this example.</p>
20.	<p>Click the <b>Next</b> button.</p> <p><b>NEXT</b></p>

Matthew Moore

Primary Title: COMM AND NETWORK TCHL ANL 3

Employee ID: 10000052

Service Date: 04/01/2013

Health and Welfare

Benefits Summary

Dependent Coverage

Life Events / Benef...

Enroll in Benefits

Using Your Benefits

Edit profile

Log out

UCPath

Log out

Ask UCPath Center

CANCEL CONTINUE LATER SHOW PROGRESS PREV NEXT

ADDRESSES

Matthew Moore


123 Main Street  
Oakland, CA 94605  
Current 02/20/2001

Home >

Address Type Select an Option

ADD

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Step	Action
21.	<p>Use the <b>Addresses</b> page to review and update your address as necessary. In this example, update the home address.</p> <p>Click the <b>Home</b> button.</p> 

Matthew Moore

Primary Title: COMM AND NETWORK TCHL ANL 3

Employee ID: 10000052

Service Date: 04/01/2013

Health and Welfare

Benefits Summary

Dependent Coverage

Life Events / Benef...

Enroll in Benefits

Using Your Benefits

Edit profile

Log out

UCPath

Log out

Ask UCPath Center

CANCEL CONTINUE LATER SHOW PROGRESS PREV NEXT

EDIT HOME ADDRESS

Country  
United States

Address 1  
123 Main Street

Address 2

Address 3

City  
Oakland

State  
CA  
California


Postal  
94605

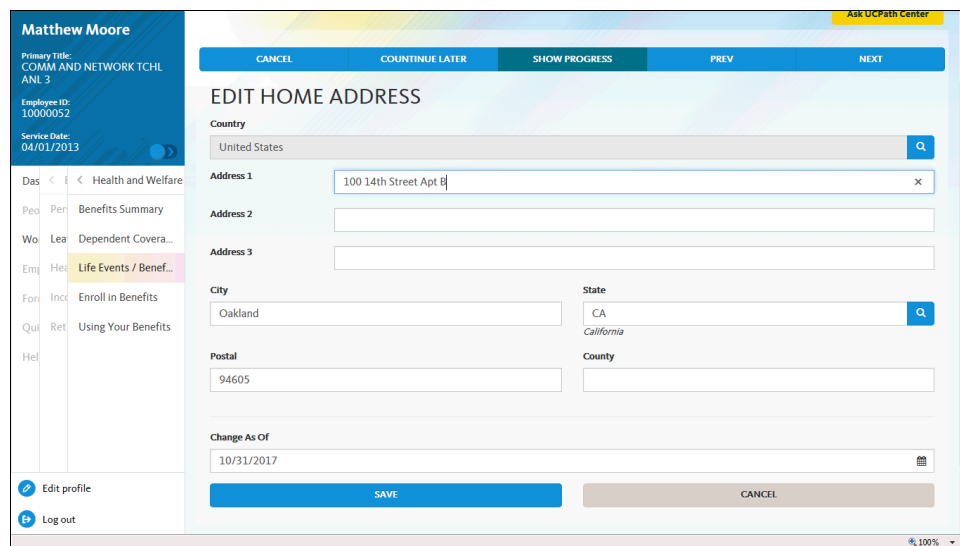
County

Change As Of  
10/31/2017


Step	Action
22.	Click in the <b>Address 1</b> field.




Step	Action
23.	Delete the current address information.  Click the <b>Delete</b> button.  
24.	Click in the <b>Address 1</b> field.
25.	Enter the desired information into the <b>Address 1</b> field. For this example, enter <b>100 14th Street Apt B</b> .
26.	Click the scroll bar.



Step	Action
27.	In this example the <b>City</b> , <b>State</b> , and <b>Postal</b> fields do not change.  Click the <b>Save</b> button.

Step	Action
28.	<p>A confirmation message appears.</p> <p>Click the <b>OK</b> button.</p> 

Step	Action
29.	<p>The new address information appears.</p> <p>Click the <b>Next</b> button.</p> 

Matthew Moore

Primary Title: COMM AND NETWORK TCHL ANL 3

Employee ID: 10000052

Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

PHONE NUMBERS

Matthew Moore

Enter your phone numbers.

555/987-5555 ★  
Business - Primary


555/509-1111  
Home

SAVE

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Edit profile

Log out

Step	Action
30.	To review your progress, click the <b>Show Progress</b> button. 

Matthew Moore

Primary Title: COMM AND NETWORK TCHL ANL 3

Employee ID: 10000052

Service Date: 04/01/2013

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Ask UCPath Center

COUNTINUE LATER SHOW PROGRESS PREV NEXT

ADD PHONE

Step 1 Welcome

Step 2 Benefit Summary

Step 3 Dependent Coverage Summary

Step 4 Name

Step 5 Home and Mailing Address

Step 6 Phone


Step 7 Emergency Contact

Step 8 Direct Deposit

Step 9 W4 Tax Information

Edit profile

Log out

Step	Action
31.	You have completed five steps and are currently on <b>Step 6</b> .
32.	Click the <b>Close</b> button to hide the steps. 

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### PHONE NUMBERS

Matthew Moore

Enter your phone numbers.

555/987-5555 ★  
Business - Primary

555/509-1111  
Home

SAVE

Edit profile  
Log out

Step	Action
33.	<p>Use the <b>Phone Numbers</b> page to review and update your phone numbers as necessary.</p> <p>Click the <b>Next</b> button.</p> <p>NEXT</p>

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### EMERGENCY CONTACTS


Matthew Moore

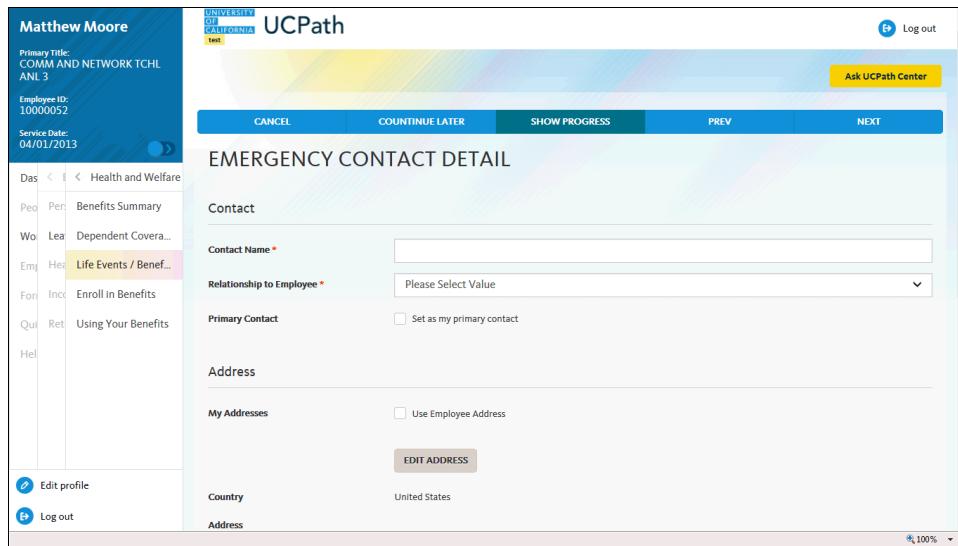
Judy Moore ★  
Please Select Value

ADD

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https://pilot.universityofcalifornia.edu/pages/EmergencyContacts-B33/emergency-contacts.aspx#

Step	Action
34.	<p>Use the <b>Emergency Contacts</b> page to review and update your emergency contact information as necessary.</p> <p>In this example, add a new emergency contact and remove the spouse from the <b>Emergency Contacts</b> list.</p> <p>Click the <b>Add</b> button.</p> 



Matthew Moore  
Primary Title: COMM AND NETWORK TCHL  
ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### EMERGENCY CONTACT DETAIL

Contact

Contact Name \*

Relationship to Employee \*

Please Select Value

Primary Contact

☐ Set as my primary contact

Address

My Addresses

☐ Use Employee Address

EDIT ADDRESS

Country

United States

Address

Edit profile

Log out

Step	Action
35.	Click in the <b>Contact Name</b> field.
36.	Enter the desired information into the <b>Contact Name</b> field. For this example, enter <b>Jack Moore</b> .
37.	Click the button to the right of the <b>Relationship to Employee</b> field.
38.	<p>Select the appropriate relationship.</p> <p>For this example, click the <b>Parent</b> list item.</p>
39.	Click the <b>Set as my primary contact</b> option.

Step	Action
40.	<p>Click the <b>Use Employee Address</b> option to indicate the emergency contact has the same address as the employee. If the contact's address is not the same as the employee, click the <b>Edit Address</b> button.</p> <p>For this example, click the <b>Edit Address</b> button.</p> <p><b>EDIT ADDRESS</b></p>

Step	Action
41.	Click in the <b>Address 1</b> field.
42.	Enter the desired information into the <b>Address 1</b> field. For this example, enter <b>1945 Contra Costa Blvd.</b>
43.	Click in the <b>City</b> field.
44.	Enter the desired information into the <b>City</b> field. For this example, enter <b>Pleasant Hill.</b>
45.	Click in the <b>State</b> field.
46.	Enter the desired information into the <b>State</b> field. For this example, enter <b>CA.</b>
47.	Click in the <b>Postal</b> field.
48.	Enter the desired information into the <b>Postal</b> field. For this example, enter <b>94523.</b>

Step	Action
49.	Click the <b>OK</b> button.

Matthew Moore  
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Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL CONTINUE LATER SHOW PROGRESS PREV NEXT

### EMERGENCY CONTACT DETAIL

Contact

Contact Name \* Jack Moore

Relationship to Employee \* Parent

Primary Contact ☒ Set as my primary contact

Address

My Addresses ☐ Use Employee Address

EDIT ADDRESS

Country United States

Address 1945 Contra Costa Blvd

Edit profile Log out

Step	Action
50.	The contact's address information appears.  Click the scroll bar.

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Log out

Ask UCPath Center

CANCEL CONTINUE LATER SHOW PROGRESS PREV NEXT

### EMERGENCY CONTACT DETAIL

Contact

Contact Name \* Jack Moore

Relationship to Employee \* Parent

Primary Contact ☒ Set as my primary contact

Address

My Addresses ☐ Use Employee Address

EDIT ADDRESS

Country United States

Address 1945 Contra Costa Blvd  
Pleasant Hill, CA 94523

Phone

My Numbers ☐ Use Employee Phone Number

Telephone Extension

Alternate Phone Numbers

ADD NUMBER

SAVE CANCEL

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Edit profile Log out

Step	Action
51.	Click in the <b>Telephone</b> field.
52.	Enter the desired information into the <b>Telephone</b> field. For this example, enter <b>925/687-0001</b> .


Step	Action
53.	Click the <b>Save</b> button.

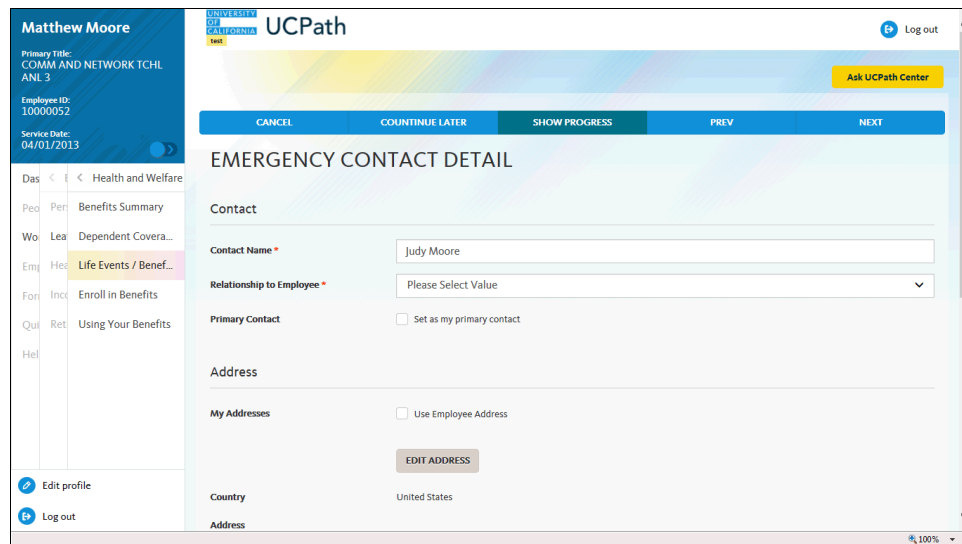
SAVE

Step	Action
54.	A confirmation message appears.  Click the <b>OK</b> button.

OK



Step	Action
55.	<p>After adding the new primary contact, remove the spouse from the <b>Emergency Contacts</b> list.</p> <p>Click the button to the right of the <b>Emergency Contacts Name</b> field for Judy Moore.</p> 



Matthew Moore  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### EMERGENCY CONTACT DETAIL

Contact

Contact Name \* Judy Moore

Relationship to Employee \* Please Select Value

Primary Contact ☐ Set as my primary contact

Address

My Addresses ☐ Use Employee Address

EDIT ADDRESS

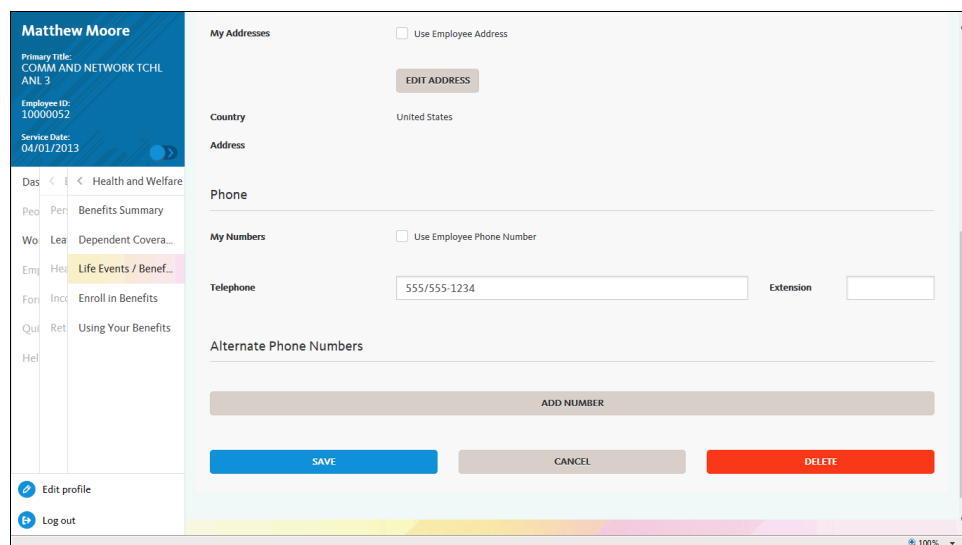
Country United States

Address

Edit profile

Log out

Step	Action
56.	Click the scroll bar.



Matthew Moore  
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UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### EMERGENCY CONTACT DETAIL

Contact

Contact Name \* Judy Moore

Relationship to Employee \* Please Select Value

Primary Contact ☐ Set as my primary contact

Address

My Addresses ☐ Use Employee Address

EDIT ADDRESS

Country United States

Address

Phone

My Numbers ☐ Use Employee Phone Number

Telephone 555/555-1234 Extension

Alternate Phone Numbers

ADD NUMBER

SAVE CANCEL DELETE

Edit profile

Log out


Step	Action
57.	Click the <b>Delete</b> button.

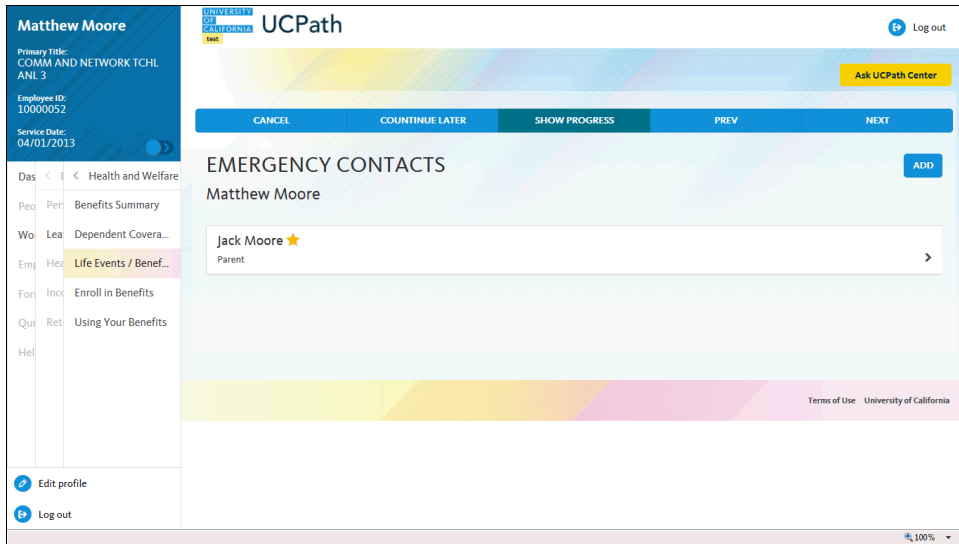
**DELETE**

The screenshot shows the UCPath user interface for Matthew Moore. The left sidebar contains a navigation menu with options like 'Benefits Summary', 'Dependent Covera...', 'Life Events / Benef...', 'Enroll in Benefits', and 'Using Your Benefits'. The main content area displays a confirmation message: 'Are you sure you want to delete Emergency Contact (Judy Moore)?'. Below this message are two buttons: 'YES - DELETE' (highlighted in blue) and 'NO - DO NOT DELETE' (grey). At the top of the main area, there are navigation buttons: 'CANCEL', 'CONTINUE LATER', 'SHOW PROGRESS', 'PREV', and 'NEXT'. The top right corner includes a 'Log out' link and an 'Ask UCPath Center' button. The bottom right corner shows 'Terms of Use' and 'University of California'.


Step	Action
58.	A confirmation message appears.  Click the <b>Yes - Delete</b> button.

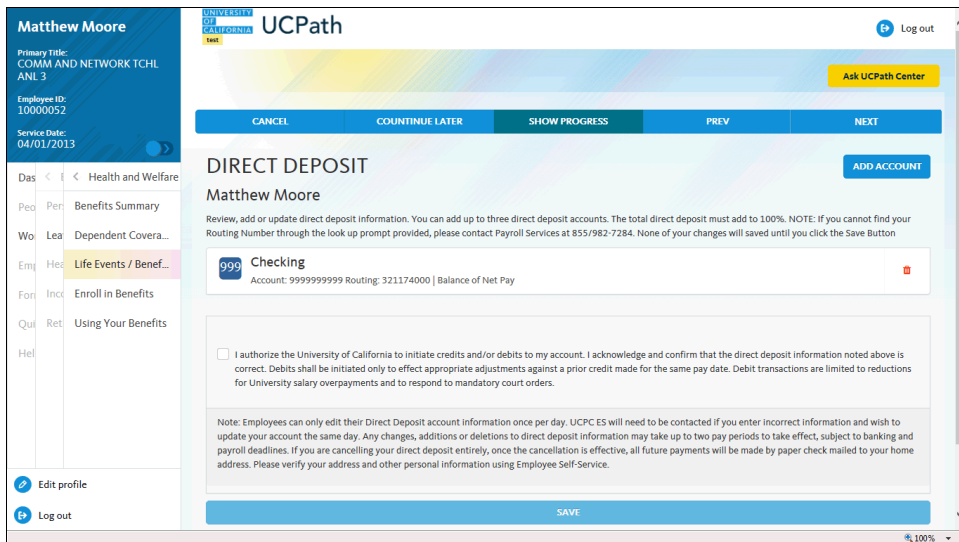
The screenshot shows the UCPath user interface for Matthew Moore. The left sidebar is the same as in the previous screenshot. The main content area now displays a 'SAVE CONFIRMATION' message: 'The Save was successful.' Below this message is a single 'OK' button. The top navigation buttons ('CANCEL', 'CONTINUE LATER', 'SHOW PROGRESS', 'PREV', 'NEXT') and the top right corner ('Log out', 'Ask UCPath Center') remain the same. The bottom right corner also remains the same.

Step	Action
59.	<p>A confirmation message appears.</p> <p>Click the <b>OK</b> button.</p> 



The screenshot shows the UCPath interface for Matthew Moore. On the left is a navigation menu with options like 'Benefits Summary', 'Dependent Coverage', 'Life Events / Benef...', 'Enroll in Benefits', and 'Using Your Benefits'. The main content area is titled 'EMERGENCY CONTACTS' and shows a card for 'Jack Moore' with a star icon and the role 'Parent'. At the top of the main area are navigation buttons: 'CANCEL', 'COUNTINUE LATER', 'SHOW PROGRESS', 'PREV', and 'NEXT'. A yellow 'Ask UCPath Center' button is in the top right. At the bottom right, there is a 'Log out' link and a 'Terms of Use' link.

Step	Action
60.	<p>Click the <b>Next</b> button.</p> 



The screenshot shows the UCPath interface for Matthew Moore on the 'DIRECT DEPOSIT' page. The left navigation menu is the same as in the previous screenshot. The main content area has a title 'DIRECT DEPOSIT' and a sub-header 'Matthew Moore'. Below this is a text block explaining that users can add up to three direct deposit accounts and that the total must add to 100%. It also includes a note about routing numbers and a contact number for payroll services. A card for 'Checking' account is shown with account number 9999999999 and routing number 321174000. Below the card is a checkbox for authorization, which is currently unchecked. At the bottom is a large blue 'SAVE' button. Navigation buttons 'CANCEL', 'COUNTINUE LATER', 'SHOW PROGRESS', 'PREV', and 'NEXT' are at the top. A yellow 'Ask UCPath Center' button is in the top right. At the bottom right, there is a 'Log out' link and a 'Terms of Use' link.

Step	Action
61.	<p>Use the <b>Direct Deposit</b> page to review and update your banking information as necessary.</p> <p>Click the <b>Next</b> button.</p> <p><b>NEXT</b></p>

Step	Action
62.	<p>Use the <b>Federal W-4 Tax Information</b> page to reflect your marital status change and update other tax information as necessary.</p> <p>In this example, there is no change.</p>
63.	<p>Click the <b>Next</b> button.</p> <p><b>NEXT</b></p>

Matthew Moore  
Primary Title: COMM AND NETWORK TCHL  
ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### CA STATE W-4 TAX INFORMATION

Matthew Moore  
University of California

Social Security #: [REDACTED]

You must complete CA DE4 Form so the Payroll Department can calculate the correct amount of tax to withhold from your pay. CA State income tax is withheld from your wages based on marital status and the number of allowances claimed on this form. You may also specify that an additional dollar amount be withheld. You can file a new CA State form anytime your tax situation changes and you choose to have more, or less, tax withheld.

Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.

Copy Federal W-4

☐ Check this box if you would like your marital status and allowances claimed (including any additional allowances) on the federal Form W-4 used to populate your CA state.

CA State W-4 Tax Data

Indicate Tax Status

☐ SINGLE ☒ MARRIED ☐ HEAD OF HOUSEHOLD

Step	Action
64.	Use the <b>CA State W-4 Tax Information</b> page to reflect your marital status change and update other tax information as necessary.  In this example, change the tax status to single.
65.	Click the scroll bar.

State form anytime your tax situation changes and you choose to have more, or less, tax withheld.

Whether you are entitled to claim a certain number of allowances or exemption from withholding is subject to review by the IRS. Your employer may be required to send a copy of this form to the IRS.

Copy Federal W-4

☐ Check this box if you would like your marital status and allowances claimed (including any additional allowances) on the federal Form W-4 used to populate your CA state.

CA State W-4 Tax Data

Indicate Tax Status

☐ SINGLE ☒ MARRIED ☐ HEAD OF HOUSEHOLD

Generally, you may claim "Head of Household" filing status on your tax return only if you are unmarried and pay more than 50% of the costs of keeping up a home for yourself and your dependents(s) or other qualifying individuals.

CA STATE WORKSHEET

Enter the total number of allowances being claimed: 0

Enter additional amount: (per pay period)

Enter additional allowances: 0 (CA Form DE 4 line 2)


I claim exemption from withholding for the year 2017 and I certify that I meet BOTH of the following conditions for exemption

Step	Action
66.	Click the <b>Single</b> button.  SINGLE
67.	Click the scroll bar.


Step	Action
68.	Click the <b>Submit</b> button.

Step	Action
69.	<p>A confirmation message appears. Changes may not appear on the next paycheck depending on timing of your changes.</p> <p>Click the <b>OK</b> button.</p>

The screenshot shows the UCPath interface for Matthew Moore. On the left is a navigation menu with options like 'Health and Welfare', 'Benefits Summary', 'Dependent Coverage', 'Life Events / Benef...', 'Enroll in Benefits', and 'Using Your Benefits'. The 'Life Events / Benef...' option is highlighted. The main content area is titled 'CA STATE W-4 TAX INFORMATION' and includes a 'Copy Federal W-4' section with a checkbox to indicate marital status. Below this is the 'CA State W-4 Tax Data' section with radio buttons for 'SINGLE', 'MARRIED' (which is selected), and 'HEAD OF HOUSEHOLD'. A 'CA STATE WORKSHEET' button is at the bottom. Navigation buttons at the top include 'CANCEL', 'COUNTINUE LATER', 'SHOW PROGRESS', 'PREV', and 'NEXT'.

Step	Action
70.	Click the <b>Next</b> button. 

The screenshot shows the UCPath interface for Matthew Moore, now on the 'OTHER STATE W-4 TAX INFORMATION' form. The navigation menu on the left remains the same. The main content area has a title 'OTHER STATE W-4 TAX INFORMATION' and a section for 'OTHER STATE WORKSHEET'. The 'MARRIED' radio button is still selected from the previous screen. The 'NEXT' button is visible at the top right of the form area.

Step	Action
71.	If necessary, update your <b>Other State W-4 Tax Information</b> to reflect your marital status change.  Click the <b>Next</b> button. 

Step	Action
72.	To review your progress, click the <b>Show Progress</b> button.

Step	Action
73.	Click the scroll bar.



Matthew Moore  
Primary Title:  
COMM AND NETWORK TCHL  
ANL 3  
Employee ID:  
10000052  
Service Date:  
04/01/2013

UCPath

Log out

Ask UCPath Center

Step 9  
W4 Tax Information

Step 10  
California W4 Tax Information

Step 11  
Other State W4 Tax Information


Step 12  
Benefit Enrollment

CONTINUE LATER SHOW PROGRESS PREV NEXT

Now we're ready to prepare your benefit options, based upon the Life Event information that you've entered. Your information will be analyzed to see if there is any impact to your eligibility for benefits, and determine whether changes to your existing enrollments are allowed. Select the 'Start My Enrollment' pushbutton to begin your benefit enrollment.

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Edit profile  
Log out

Step	Action
74.	You have completed 11 steps and are currently on <b>Step 12</b> .
75.	Click the <b>Close</b> button to hide the steps. 

Matthew Moore  
Primary Title:  
COMM AND NETWORK TCHL  
ANL 3  
Employee ID:  
10000052  
Service Date:  
04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL CONTINUE LATER SHOW PROGRESS PREV NEXT


Benefit Enrollment

Now we're ready to prepare your benefit options, based upon the Life Event information that you've entered. Your information will be analyzed to see if there is any impact to your eligibility for benefits, and determine whether changes to your existing enrollments are allowed. Select the 'Start My Enrollment' pushbutton to begin your benefit enrollment.

START MY ENROLLMENT

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Edit profile  
Log out

Step	Action
76.	Change you benefit and coverage options as needed. Click the <b>Start My Enrollment</b> button. 

Step	Action
77.	Click the <b>Next</b> button.

Step	Action
78.	The <b>Benefits Enrollment</b> page appears.
	Click the scroll bar.

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

Das < < Health and Welfare  
Peo Per Benefits Summary  
Wo Lea Dependent Covera...  
Emj Hec Life Events / Benef...  
For Inc Enroll in Benefits  
Qui Ret Using Your Benefits  
Hel

Edit profile  
Log out

Scroll down to view the list of your benefit events below. Or you see the **Select** button next to an event. If you see that indicates the event is currently open for your enrollment. Click on **Select** to begin.

Take advantage of this opportunity now because your other options are limited to:

**90-day Waiting Period**  
You may enroll yourself or eligible family members at any time in medical coverage only with a 90 consecutive calendar day waiting period; coverage is effective after the 90 days have elapsed. Your premiums may need to be paid on an after-tax basis.

**Open Enrollment**  
Open Enrollment (OE) is the time each year (typically in the Fall) when you can change your medical plan and sign up for other benefits. Shortly before OE opens, UC will launch a dedicated website to guide you through the process. Changes you make during OE are effective January 1 of the following year.

**Life Event**  
A life event provides an opportunity to enroll in, or make changes to, your UC benefits when family status changes occur (marriage, domestic partnership, birth, adoption or divorce) or, in some cases, after you or an eligible family member experience an involuntary loss of non-UC health & welfare coverage.


If you don't see the **Select** button, you do not currently have an open event allowing you to make enrollment changes. If you think this is in error or have additional questions, contact the UCPath Center at 1-855-9UC-PATH (1-855-982-7284).

**Open Benefit Events**  
After you use the **Select** button, it will take a few seconds for your benefits enrollment information to load.

**Divorce**  
COMM AND NETWORK TCHL ANL 3  
10/13/2017

Open >

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Step	Action
79.	<p>The available benefit events appear at the bottom of the page. In this example, the divorce event is open.</p> <p>Click the <b>Open</b> button.</p> 

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

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Peo Per Benefits Summary  
Wo Lea Dependent Covera...  
Emj Hec Life Events / Benef...  
For Inc Enroll in Benefits  
Qui Ret Using Your Benefits  
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Edit profile  
Log out

UNIVERSITY OF CALIFORNIA UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

**DIVORCE**  
Matthew Moore

Divorce

Important: Your choice is summarized below.

If you are not satisfied with your choice, then select the **Cancel Changes** button and correct the selections.

If you are satisfied with your choice, then select the **OK** button to store your choices.


Your enrollments are not finalized until you Submit all your choices from the Enrollment Summary page.

**Current Enrollment Summary**  
This table summarizes estimated costs per pay period for your new benefit choices. (The Employer column displays the amount UC contributes to the UC Retirement Plan on your behalf.)

**Election Summary**

Summarized estimates for new Benefit Elections	Before Tax	After Tax	Total	Employer
Costs	217.59	198.00	415.59	1,362.55
<b>Your Costs</b>	<b>217.59</b>	<b>198.00</b>	<b>415.59</b>	

Step	Action
80.	<p>The <b>Current Enrollment Summary</b> displays your current elections.</p> <p>Make changes by clicking the <b>Edit</b> button next to each plan. After you make all election changes, return to this page to submit your changes.</p> <p>Click the scroll bar.</p>

Step	Action
81.	<p>To change <b>Medical</b> coverage, click the <b>Edit</b> button.</p> 

Step	Action
82.	The <b>Medical</b> page appears.  Click the scroll bar.

Matthew Moore  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

Health Net Blue & Gold HMO Waive  
SELECTED PLAN SELECT PLAN  
VIEW COST SUMMARY

Enroll Your Family Members  
The following list displays all individuals you have named as family members. If an individual is missing from this list, use the **Add/Review Family Members** button to add new family members or to determine why a family member has been determined to be ineligible.

The affordable Care Act (ACA) requires employers to make reasonable efforts to obtain Social Security numbers for employees, spouses /domestic partners, and dependents .  
To enroll any of the listed individuals for coverage in this plan, check the **Enroll** box next to the family member's name.

Dependent  
☒ Mary Moore - Spouse (Opposite/Same Sex) NA  
ADD/REVIEW FAMILY MEMBERS

Choose a Primary Care Provider ID  
Enrollment in this plan requires that you select a primary care provider. You must indicate whether or not you have already established a relationship with this provider, since some providers are not accepting new patients.

☐ Check here if you have previously seen this provider  
☒ Click here to have the vendor select a Primary Care Provider ID on your behalf  
☐ Check here to use the same provider for all your dependents

Step	Action
83.	In this example, remove your dependent from the existing plan, Health Net Blue & Gold HMO.  Deselect the <b>Spouse (Opposite/Same Sex) NA</b> option. <input checked="" type="checkbox"/>
84.	Click the scroll bar.

Matthew Moore  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

Health Net Blue & Gold HMO Waive  
SELECTED PLAN SELECT PLAN  
VIEW COST SUMMARY

Enroll Your Family Members  
The following list displays all individuals you have named as family members. If an individual is missing from this list, use the **Add/Review Family Members** button to add new family members or to determine why a family member has been determined to be ineligible.

The affordable Care Act (ACA) requires employers to make reasonable efforts to obtain Social Security numbers for employees, spouses /domestic partners, and dependents .  
To enroll any of the listed individuals for coverage in this plan, check the **Enroll** box next to the family member's name.

Dependent  
☐ Mary Moore - Spouse (Opposite/Same Sex) NA  
ADD/REVIEW FAMILY MEMBERS

Choose a Primary Care Provider ID  
Enrollment in this plan requires that you select a primary care provider. You must indicate whether or not you have already established a relationship with this provider, since some providers are not accepting new patients.

☐ Check here if you have previously seen this provider  
☒ Click here to have the vendor select a Primary Care Provider ID on your behalf  
☐ Check here to use the same provider for all your dependents

Specify a Primary Care Provider ID  
DEPENDENT PROVIDER LIST

CANCEL CHANGES SAVE AND CONTINUE

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Step	Action
85.	Use the <b>Save and Continue</b> button to submit your changes or use the <b>Cancel Changes</b> button to exit this page without saving your changes.  Click the <b>Save and Continue</b> button.

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### MEDICAL

**Matthew Moore**

**Your Choice**  
You have chosen Health Net Blue & Gold HMO with Self-Only coverage. You are also covering Self-Only.

**Your estimated cost per pay period**  
**\$73.13**

**Notes**  
Once submitted, this choice will take effect on 11/01/2017. Deductions for this choice will start with the pay period beginning 11/01/2017.

BACK SAVE CHANGES

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Step	Action
86.	UCPath displays your estimated pay period cost for the benefit election and covered dependents.
87.	Click the <b>Save Changes</b> button.

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### DIVORCE

**Matthew Moore**

**Divorce**  
Important: Your choice is summarized below.  
If you are not satisfied with your choice, then select the **Cancel Changes** button and correct the selections.  
If you are satisfied with your choice, then select the **OK** button to store your choices.  
Your enrollments are not finalized until you Submit all your choices from the Enrollment Summary page.

**Current Enrollment Summary**  
This table summarizes estimated costs per pay period for your new benefit choices. (The Employer column displays the amount UC contributes to the UC Retirement Plan on your behalf.)

**Election Summary**

Summarized estimates for new Benefit Elections	Before Tax	After Tax	Total	Employer
Costs	73.13	198.00	271.13	734.43
<b>Your Costs</b>	<b>73.13</b>	<b>198.00</b>	<b>271.13</b>	

BACK SAVE CHANGES

Terms of Use University of California

Step	Action
88.	<p>The <b>Current Enrollment Summary</b> page appears again. The details for your medical election have been updated.</p> <p>For each benefit plan enrollment you want to update for your new dependent, click the <b>Edit</b> button.</p> <p>Click the scroll bar.</p>

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

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Wo Lea Dependent Covera...  
Em Hes Life Events / Benef...  
For Inc Enroll in Benefits  
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Edit profile  
Log out

### Current Enrollment Summary

This table summarizes estimated costs per pay period for your new benefit choices. (The Employer column displays the amount UC contributes to the UC Retirement Plan on your behalf.)

#### Election Summary

Summarized estimates for new Benefit Elections	Before Tax	After Tax	Total	Employer
Costs	73.13	198.00	271.13	734.43
<b>Your Costs</b>	<b>73.13</b>	<b>198.00</b>	<b>271.13</b>	

#### Current Benefits Details

##### Medical

Health Net Blue & Gold HMO:Self  
New

73.13  
Before Tax

##### Dental

Delta Dental PPO:Self+Ad NA

0.00  
Before Tax

##### Vision

Vision Service Plan (VSP):Self+Ad NA

0.00  
Before Tax

##### Legal Services

ARAG Legal:Self+Ad NA


14.32  
After Tax

##### Behavioral Health

Optum Behavioral Health-OPTH:Self  
New

##### Life

Basic Life

Step	Action
89.	<p>To change <b>Dental</b> coverage, click the <b>Edit</b> button.</p> 

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

Das < < Health and Welfare  
Peo Per Benefits Summary  
Wo Lea Dependent Covera...  
Em Hes Life Events / Benef...  
For Inc Enroll in Benefits  
Qui Ret Using Your Benefits  
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Edit profile  
Log out

### UCPath

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

## DENTAL

**Matthew Moore**

Proper dental care plays an important role in your overall health. That's why UC provides dental coverage for you and your family, including routine preventive care and fillings, oral surgery, dentures, bridges and braces. UC pays the full cost of coverage on your choice of either an HMO or PPO plan.

HMO or PPO? Can't decide? Review a brief [overview](#) of your dental plan options. Or, for a more detailed comparison of the two plans, read the section about your dental benefits in the UC [Delta Dental site](#).

**Important!** Your current coverage is: Delta Dental PPO with Self + Adult (NA) coverage. You will continue with this coverage if you do not make a choice.

#### Select an Option

UC pays the cost of this benefit.

##### Delta Dental PPO

SELECTED PLAN

##### Waive

SELECT PLAN

Step	Action
90.	<p>The <b>Dental</b> page appears.</p> <p>Click the scroll bar.</p>

Step	Action
91.	<p>Remove the dependent from the dental plan.</p> <p>Deselect the <b>Spouse (Opposite/Same Sex) NA</b> option.</p> <p><input checked="" type="checkbox"/></p>
92.	Click the <b>Save and Continue</b> button.



Step	Action
93.	<p>UCPath displays your estimated pay period cost for the benefit election and covered dependents.</p> <p>Click the <b>Save Changes</b> button.</p>

The screenshot shows the UCPath interface for Matthew Moore. The left sidebar contains a navigation menu with options like 'Benefits Summary', 'Dependent Coverage', 'Life Events / Benef...', 'Enroll in Benefits', and 'Using Your Benefits'. The main content area is titled 'DIVORCE' and includes instructions on how to proceed with the election. Below the instructions is a table titled 'Current Enrollment Summary' which summarizes estimated costs per pay period for new benefit choices. The table has columns for 'Before Tax', 'After Tax', 'Total', and 'Employer'.

Summarized estimates for new Benefit Elections	Before Tax	After Tax	Total	Employer
Costs	73.13	198.00	271.13	697.08
<b>Your Costs</b>	<b>73.13</b>	<b>198.00</b>	<b>271.13</b>	


Step	Action
94.	<p>The <b>Current Enrollment Summary</b> page appears again. The details for your dental election have been updated.</p> <p>Click the scroll bar.</p>

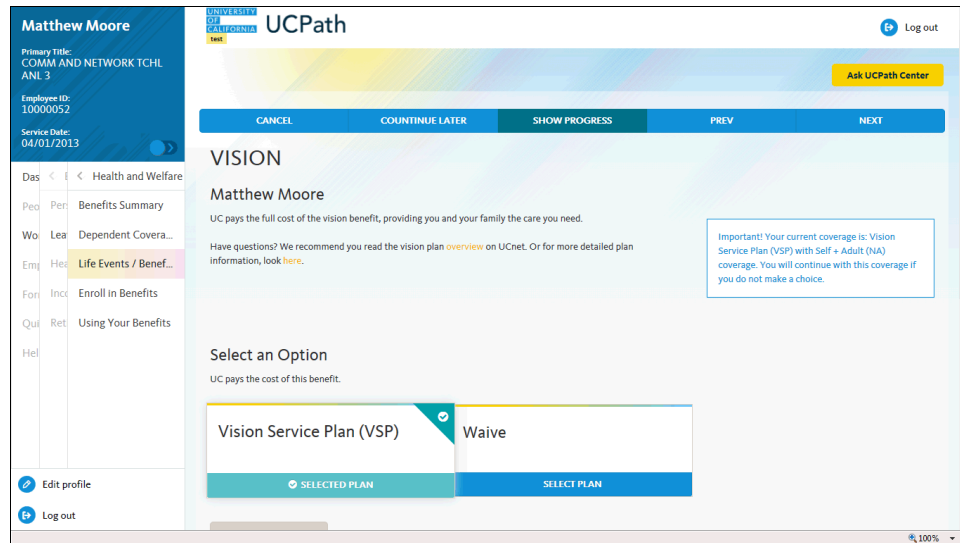
The screenshot shows the 'Current Benefits Details' page in UCPath. It displays a table of benefit elections with columns for 'Before Tax', 'After Tax', 'Total', and 'Employer'. The table shows updated costs for Medical, Dental, and Vision plans. Below the table, there are sections for 'Legal Services', 'Behavioral Health', and 'Life' with their respective costs and tax status.

Summarized estimates for new Benefit Elections	Before Tax	After Tax	Total	Employer
Costs	73.13	198.00	271.13	697.08
<b>Your Costs</b>	<b>73.13</b>	<b>198.00</b>	<b>271.13</b>	

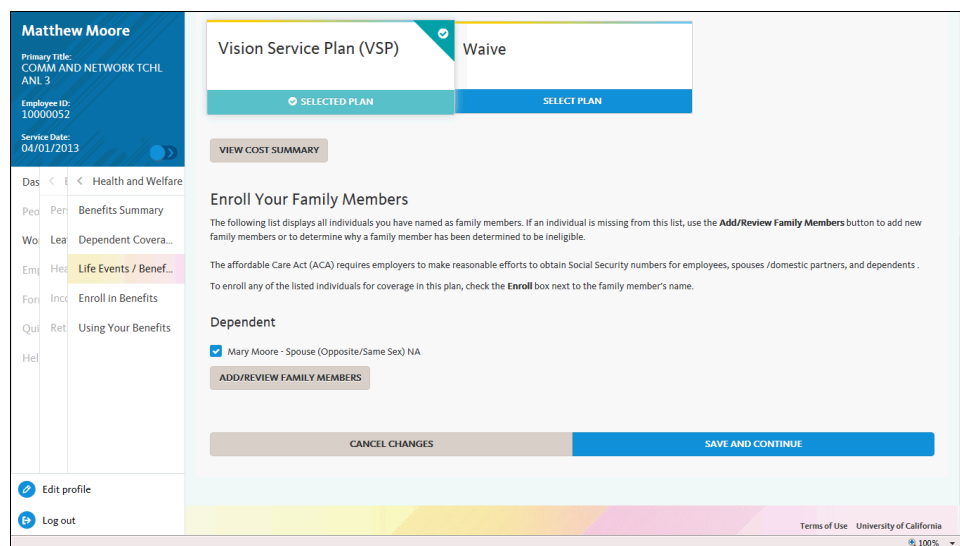
  


Current Benefits Details		
<b>Medical</b> Health Net Blue & Gold HMO:Self New 73.13 Before Tax	<b>Dental</b> Delta Dental PPO:Self New 0.00 Before Tax	<b>Vision</b> Vision Service Plan (VSP):Self+Ad NA 0.00 Before Tax
<b>Legal Services</b> ARAG Legal:Self+Ad NA 14.32 After Tax	<b>Behavioral Health</b> Optum Behavioral Health-OPH:Self New	<b>Life</b> Basic Life

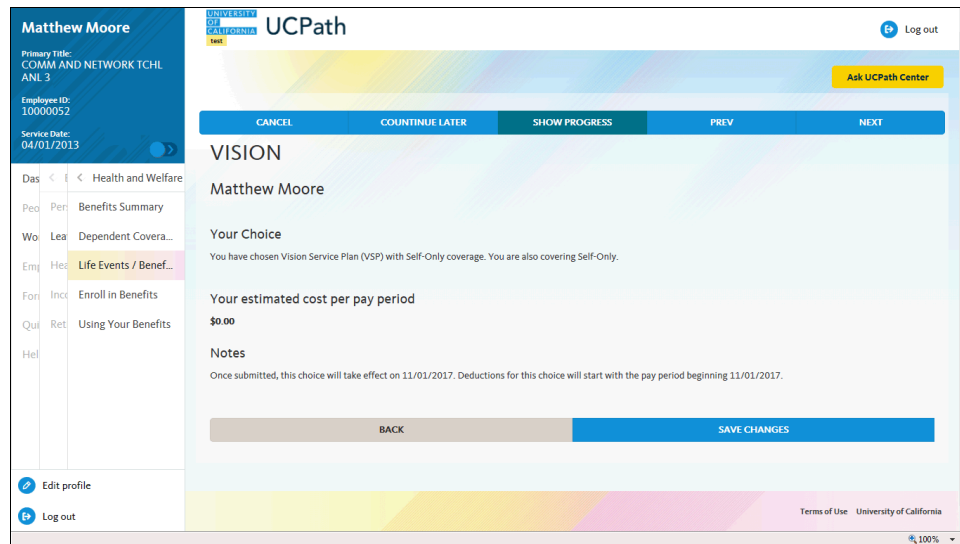
Step	Action
95.	To change <b>Vision</b> coverage, click the <b>Edit</b> button. 



Step	Action
96.	The <b>Vision</b> page appears.  Click the scroll bar.



Step	Action
97.	Remove a dependent from the vision plan.  Deselect the <b>Spouse (Opposite/Same Sex) NA</b> option. 
98.	Click the <b>Save and Continue</b> button.



**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL CONTINUE LATER SHOW PROGRESS PREV NEXT

### VISION

Matthew Moore

**Your Choice**  
You have chosen Vision Service Plan (VSP) with Self-Only coverage. You are also covering Self-Only.

**Your estimated cost per pay period**  
\$0.00

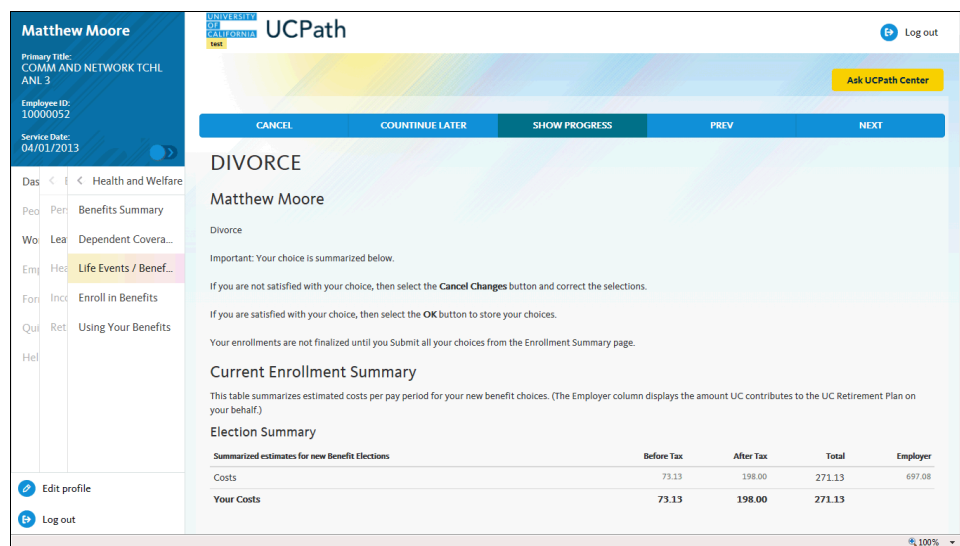
**Notes**  
Once submitted, this choice will take effect on 11/01/2017. Deductions for this choice will start with the pay period beginning 11/01/2017.

BACK SAVE CHANGES

Edit profile  
Log out

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Step	Action
99.	UCPath displays your estimated pay period cost for the benefit election and covered dependents.  Click the <b>Save Changes</b> button.



**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL CONTINUE LATER SHOW PROGRESS PREV NEXT

### DIVORCE

Matthew Moore

Divorce

Important: Your choice is summarized below.

If you are not satisfied with your choice, then select the **Cancel Changes** button and correct the selections.

If you are satisfied with your choice, then select the **OK** button to store your choices.

Your enrollments are not finalized until you Submit all your choices from the Enrollment Summary page.

**Current Enrollment Summary**  
This table summarizes estimated costs per pay period for your new benefit choices. (The Employer column displays the amount UC contributes to the UC Retirement Plan on your behalf.)

**Election Summary**

Summarized estimates for new Benefit Elections	Before Tax	After Tax	Total	Employer
Costs	73.13	198.00	271.13	697.08
<b>Your Costs</b>	<b>73.13</b>	<b>198.00</b>	<b>271.13</b>	

Edit profile  
Log out

Terms of Use University of California

Step	Action
100.	<p>The <b>Current Enrollment Summary</b> page appears again. The details for your vision election have been updated.</p> <p>Click the scroll bar.</p>

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

Summarized estimates for new Benefit Elections

	Before Tax	After Tax	Total	Employer
Costs	73.13	198.00	271.13	697.08
Your Costs	73.13	198.00	271.13	

**Current Benefits Details**

**Medical**

Health Net Blue & Gold HMO:Self  
New

73.13  
Before Tax

**Dental**

Delta Dental PPO:Self  
New

0.00  
Before Tax

**Vision**

Vision Service Plan (VSP):Self  
New

0.00  
Before Tax

**Legal Services**

ARAG Legal:Self+Ad NA


14.32  
After Tax

**Behavioral Health**

Optum Behavioral Health-OPH:Self  
New

**Life**

Basic Life

Step	Action
101.	<p>To change <b>Legal Services</b> coverage, click the <b>Edit</b> button.</p> 

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

**LEGAL SERVICES**

**Matthew Moore**

You may need legal advice at one time or another, but high legal fees could prevent you from getting the necessary assistance. When you enroll, you'll have access to easy, affordable solutions to common legal problems with a plan that provides comprehensive assistance with routine preventive or defensive matters and covers most basic legal services, including traffic tickets, divorce, bankruptcy, and ID theft.

Important! Your current coverage is: You will continue with this coverage if you do not make a choice.

How can I benefit from having legal insurance? UC provides an overview of the legal insurance plan [here](#). Or, visit the plan [website](#) to learn more.

**Select an Option**

These are your available options, including cost:

ARAG Legal

SELECTED PLAN

Waive

SELECT PLAN

Step	Action
102.	<p>The <b>Legal Services</b> page appears.</p> <p>Click the scroll bar.</p>

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

Select an Option  
These are your available options, including cost:

ARAG Legal (SELECTED PLAN) | Waive (SELECT PLAN)

VIEW COST SUMMARY

**Enroll Your Family Members**  
The following list displays all individuals you have named as family members. If an individual is missing from this list, use the **Add/Review Family Members** button to add new family members or to determine why a family member has been determined to be ineligible.

The affordable Care Act (ACA) requires employers to make reasonable efforts to obtain Social Security numbers for employees, spouses /domestic partners, and dependents. To enroll any of the listed individuals for coverage in this plan, check the **Enroll** box next to the family member's name.

**Dependent**  
☒ Mary Moore - Spouse (Opposite/Same Sex) NA

ADD/REVIEW FAMILY MEMBERS

CANCEL CHANGES | SAVE AND CONTINUE

Step	Action
103.	<p>Remove a dependent from legal services.</p> <p>Deselect the <b>Spouse (Opposite/Same Sex) NA</b> option.</p> <p><input checked="" type="checkbox"/></p>
104.	Click the <b>Save and Continue</b> button.

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Ask UCPath Center

CANCEL | COUNTINUE LATER | SHOW PROGRESS | PREV | NEXT

**LEGAL SERVICES**  
Matthew Moore

**Your Choice**  
You have chosen ARAG Legal with Self-Only coverage. You are also covering Self-Only.

**Your estimated cost per pay period**  
\$10.41

**Notes**  
Once submitted, this choice will take effect on 11/01/2017. Deductions for this choice will start with the pay period beginning 11/01/2017.

BACK | SAVE CHANGES

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Step	Action
105.	<p>UCPath displays your estimated pay period cost for the benefit election and covered dependents.</p> <p>Click the <b>Save Changes</b> button.</p>


The screenshot shows the UCPath interface for a user named Matthew Moore. The page is titled 'DIVORCE' and displays a 'Current Enrollment Summary' table. The table summarizes estimated costs per pay period for new benefit choices. The 'Election Summary' table is as follows:

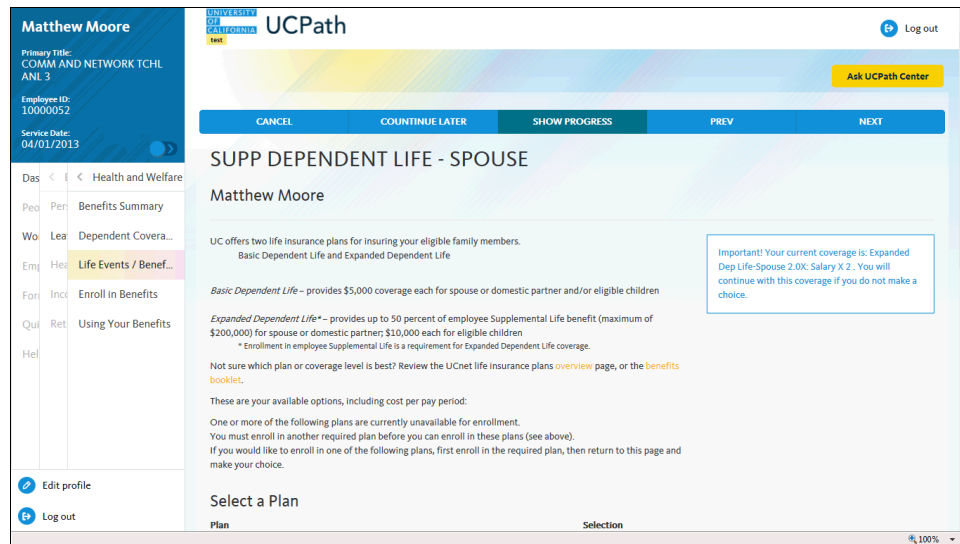
Summarized estimates for new Benefit Elections	Before Tax	After Tax	Total	Employer
Costs	73.13	194.09	267.22	697.08
<b>Your Costs</b>	<b>73.13</b>	<b>194.09</b>	<b>267.22</b>	

Step	Action
106.	<p>The <b>Current Enrollment Summary</b> page appears again. The details for your legal services election have been updated.</p> <p>Click the scroll bar.</p>

The screenshot shows the UCPath interface for a user named Matthew Moore. The page displays the 'Legal Services' section, which includes a table of legal services and their costs. The 'Legal Services' table is as follows:

Legal Services	Cost
ARAG Legal:Self	10.41 After Tax
Supplemental Life	48.64 After Tax
Basic Dependent Life	Waive
Supp Dependent Life - Spouse	50.54 After Tax

Step	Action
107.	To change <b>Supplemental Dependent Life - Spouse</b> coverage for this example, click the <b>Edit</b> button. 



**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### SUPP DEPENDENT LIFE - SPOUSE

**Matthew Moore**

UC offers two life insurance plans for insuring your eligible family members.  
Basic Dependent Life and Expanded Dependent Life

**Important!** Your current coverage is: Expanded Dep Life-Spouse 2.0X Salary X 2. You will continue with this coverage if you do not make a choice.

*Basic Dependent Life* – provides \$5,000 coverage each for spouse or domestic partner and/or eligible children

*Expanded Dependent Life\** – provides up to 50 percent of employee Supplemental Life benefit (maximum of \$200,000) for spouse or domestic partner; \$10,000 each for eligible children  
\* Enrollment in employee Supplemental Life is a requirement for Expanded Dependent Life coverage.

Not sure which plan or coverage level is best? Review the UCnet Life Insurance plans [overview page](#), or the [benefits booklet](#).

These are your available options, including cost per pay period:

One or more of the following plans are currently unavailable for enrollment.  
You must enroll in another required plan before you can enroll in these plans (see above).  
If you would like to enroll in one of the following plans, first enroll in the required plan, then return to this page and make your choice.

**Select a Plan**

Plan	Selection
Expanded Dep Life-Spouse 1.0X (\$10,000) Cost: \$2.66	<input type="button" value="SELECT"/>
Expanded Dep Life-Spouse 0.5X (\$48,000) Cost: \$12.77	<input type="button" value="SELECT"/>
Expanded Dep Life-Spouse 1.0X (\$95,000) Cost: \$25.27	<input type="button" value="SELECT"/>
Expanded Dep Life-Spouse 1.5X (\$143,000) Cost: \$38.04	<input type="button" value="SELECT"/>
Expanded Dep Life-Spouse 2.0X (\$190,000) Cost: \$50.54	<input checked="" type="button" value="SELECT"/>
Waive Cost: \$	<input type="button" value="SELECT"/>

**Designate Your Dependents**

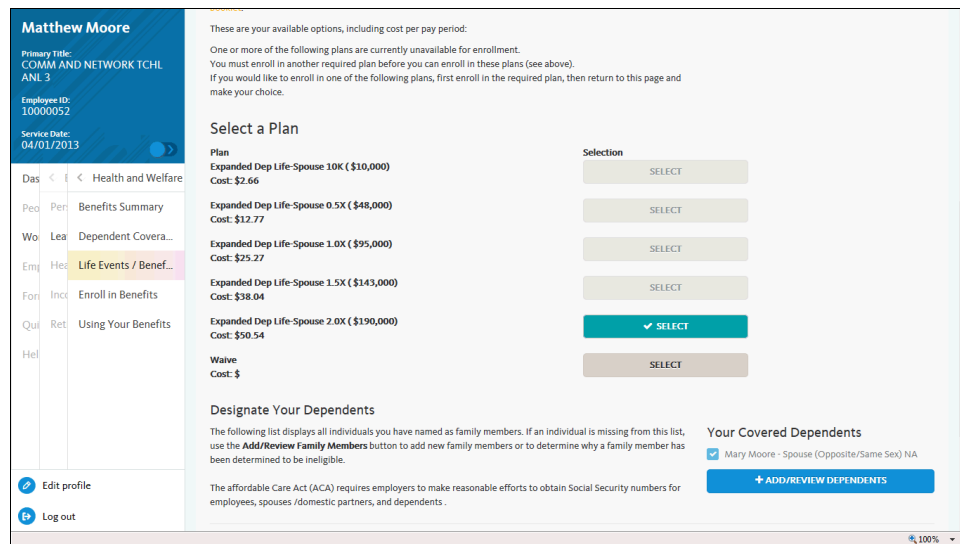
The following list displays all individuals you have named as family members. If an individual is missing from this list, use the **Add/Review Family Members** button to add new family members or to determine why a family member has been determined to be ineligible.

The affordable Care Act (ACA) requires employers to make reasonable efforts to obtain Social Security numbers for employees, spouses /domestic partners, and dependents .

**Your Covered Dependents**

☒ Mary Moore - Spouse (Opposite/Same Sex) NA

Step	Action
108.	The <b>Supp Dependent Life - Spouse</b> page appears.  Click the scroll bar.



These are your available options, including cost per pay period:

One or more of the following plans are currently unavailable for enrollment.  
You must enroll in another required plan before you can enroll in these plans (see above).  
If you would like to enroll in one of the following plans, first enroll in the required plan, then return to this page and make your choice.

**Select a Plan**

Plan	Selection
Expanded Dep Life-Spouse 1.0X (\$10,000) Cost: \$2.66	<input type="button" value="SELECT"/>
Expanded Dep Life-Spouse 0.5X (\$48,000) Cost: \$12.77	<input type="button" value="SELECT"/>
Expanded Dep Life-Spouse 1.0X (\$95,000) Cost: \$25.27	<input type="button" value="SELECT"/>
Expanded Dep Life-Spouse 1.5X (\$143,000) Cost: \$38.04	<input type="button" value="SELECT"/>
Expanded Dep Life-Spouse 2.0X (\$190,000) Cost: \$50.54	<input checked="" type="button" value="SELECT"/>
Waive Cost: \$	<input type="button" value="SELECT"/>

**Designate Your Dependents**

The following list displays all individuals you have named as family members. If an individual is missing from this list, use the **Add/Review Family Members** button to add new family members or to determine why a family member has been determined to be ineligible.

The affordable Care Act (ACA) requires employers to make reasonable efforts to obtain Social Security numbers for employees, spouses /domestic partners, and dependents .

**Your Covered Dependents**

☒ Mary Moore - Spouse (Opposite/Same Sex) NA

Step	Action
109.	<p>For this example, waive the <b>Supplemental Dependent Life - Spouse</b> coverage.</p> <p>Click the <b>Select</b> button for the <b>Waive</b> option.</p> <div style="text-align: center; border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;">SELECT</div>
110.	Click the <b>Continue</b> button.

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

### SUPP DEPENDENT LIFE - SPOUSE

**Matthew Moore**

**Your Choice**  
You have chosen to Waive coverage.

**Your Covered Dependents**

Name	Relationship	Percent of Benefit	Amount
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**Notes**  
Once submitted, this choice will take effect on 11/01/2017. Deductions for this choice will start with the pay period beginning 11/01/2017.

BACK SAVE CHANGES

Step	Action
111.	Click the <b>Save Changes</b> button.

**Matthew Moore**  
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### DIVORCE

**Matthew Moore**

Divorce

Important: Your choice is summarized below.

If you are not satisfied with your choice, then select the **Cancel Changes** button and correct the selections.

If you are satisfied with your choice, then select the **OK** button to store your choices.

Your enrollments are not finalized until you Submit all your choices from the Enrollment Summary page.

**Current Enrollment Summary**  
This table summarizes estimated costs per pay period for your new benefit choices. (The Employer column displays the amount UC contributes to the UC Retirement Plan on your behalf.)

**Election Summary**

Summarized estimates for new Benefit Elections	Before Tax	After Tax	Total	Employer
Costs	73.13	143.55	216.68	697.08
<b>Your Costs</b>	<b>73.13</b>	<b>143.55</b>	<b>216.68</b>	



Step	Action
112.	<p>The <b>Current Enrollment Summary</b> page appears again. The details for your supplemental life election have been updated.</p> <p>Click the scroll bar.</p>

Step	Action
113.	<p>After all benefit plans have been updated for your life event, click the <b>Submit</b> button.</p> <p>Click the <b>Submit</b> button.</p>

Step	Action
114.	<p>The <b>Submit Benefit Choices</b> page appears. Review the Terms and Conditions, as well as the HIPAA Statement Confirmation.</p> <p>Click the scroll bar.</p>

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL  
ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

**SUBMIT BENEFIT CHOICES**  
Matthew Moore

You have almost completed your enrollment. If you have no further changes, select the **Submit** button on this page to finalize your benefit choices.

Select the **Cancel** button if you are not ready to submit your choices and wish to return to the Enrollment Summary.

Do not submit your benefit choices until you have completed your enrollment. You may store your choices on each page and return to the Enrollment Summary as many times as you'd like up until your enrollment deadline. However, once you select the **Submit** button your benefit choices will be processed.

Once your enrollment is processed, you may not be able to make any further benefit changes until the next Open Enrollment period or if you have a qualified family status change.

**Terms and Conditions**  
I agree to the terms and conditions listed here.

☐ By checking this box I accept the above Terms and Conditions

**HIPAA Statement Confirmation**  
☒ By selecting this checkbox, I am electing to receive an electronic HIPAA statement.

**Authorize Elections**  
By submitting your benefit choices you are authorizing the University of California to take deductions from your paycheck to pay for your benefit costs. You are also authorizing the Benefits Department to send necessary personal information to your selected providers to initiate and support your coverage.

**Buttons:** Cancel, Submit

**Footer:** Edit profile, Log out, Terms of Use, University of California, Help

Step	Action
115.	<p>Click the <b>By checking this box I accept the above Terms and Conditions</b> option.</p> <p><input type="checkbox"/> By checking this box I accept the above Terms and Conditions</p>
116.	Click the <b>Submit</b> button.

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL  
ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

**UCPath**

**ENROLLMENT SUBMIT CONFIRMATION**

Once you select OK, your submission is FINAL. Any subsequent changes will require UCPath Center review and approval. If your elections are FINAL, click OK to proceed.

**Buttons:** CANCEL, COUNTINUE LATER, SHOW PROGRESS, PREV, NEXT

**Footer:** Edit profile, Log out, Terms of Use, University of California

Step	Action
117.	The <b>Enrollment Submit Confirmation</b> page appears.  Click the <b>OK</b> button.

The screenshot shows the UCPath interface for Matthew Moore. On the left is a navigation menu with options like 'Health and Welfare', 'Benefits Summary', 'Dependent Coverage', 'Life Events / Benefits', 'Enroll in Benefits', and 'Using Your Benefits'. The 'Life Events / Benefits' option is highlighted. The main content area is titled 'SUBMIT CONFIRMATION' and displays a message: 'Your benefit choices have been successfully submitted. You will receive a final confirmation statement within 24 hours. To return to the Benefits Enrollment page, use the OK button.' Below the message is a large blue button labeled 'OK'. At the top right, there is a 'Log out' link and an 'Ask UCPath Center' button. At the bottom right, there is a 'Terms of Use' link and 'University of California' text. The bottom of the screen shows a status bar with '100%' zoom.

Step	Action
118.	The <b>Submit Confirmation</b> page appears.  Click the <b>OK</b> button.

The screenshot shows the UCPath interface for Matthew Moore. On the left is a navigation menu with options like 'Health and Welfare', 'Benefits Summary', 'Dependent Coverage', 'Life Events / Benefits', 'Enroll in Benefits', and 'Using Your Benefits'. The 'Life Events / Benefits' option is highlighted. The main content area is titled 'BENEFITS ENROLLMENT' and displays a welcome message: 'Welcome to the benefits enrollment section. Congratulations! You and your family now have an opportunity to enroll in benefits based on one of the newly benefits eligible scenarios listed below. You have either been directed to this page or navigated here on your own because...'. Below this are three bullet points: 'You are a new hire with a PIE to enroll in benefits initially, OR', 'You are newly eligible for benefits, OR', and 'You have a life event that enables you to make enrollment changes, OR'. The third bullet point is followed by 'The annual Open Enrollment period is now open'. Below the bullet points is a paragraph: 'Scroll down to view the list of your benefit events below. Do you see the Select button next to an event? If so, that indicates the event is currently open to you for enrollment. Click on Select to begin.' Below this is a section titled 'Take advantage of this opportunity now because your other options are limited to:' followed by three sub-sections: '90-day Waiting Period', 'Open Enrollment', and 'Life Event'. The 'Life Event' section states: 'A life event provides an opportunity to enroll in, or make changes to, your UC benefits when family status changes occur (marriage, domestic partnership, birth, adoption or divorce) or, in some cases, after you or an eligible family member experience an involuntary loss of non-UC health & welfare coverage.' At the top right, there is a 'Log out' link and an 'Ask UCPath Center' button. At the bottom right, there is a 'Terms of Use' link and 'University of California' text. The bottom of the screen shows a status bar with '100%' zoom.

Step	Action
119.	The <b>Benefits Enrollment</b> page appears again.  Click the scroll bar.

**Matthew Moore**  
Primary Title: COMM AND NETWORK TCHL ANL 3  
Employee ID: 10000052  
Service Date: 04/01/2013

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Qui Ret Using Your Benefits

Hel

Edit profile

Log out

Scroll down to view the list of your benefit events below. Do you see the **Select** button next to an event? If so, that indicates the event is currently open to you for enrollment. Click on **Select** to begin.

Take advantage of this opportunity now because your other options are limited to:

**90-day Waiting Period**  
You may enroll yourself or eligible family members at any time in medical coverage only with a 90 consecutive calendar day waiting period; coverage is effective after the 90 days have elapsed. Your premiums may need to be paid on an after-tax basis.

**Open Enrollment**  
Open Enrollment (OE) is the time each year (typically in the Fall) when you can change your medical plan and sign up for other benefits. Shortly before OE opens, UC will launch a dedicated website to guide you through the process. Changes you make during OE are effective January 1 of the following year.

**Life Event**  
A *life event* provides an opportunity to enroll in, or make changes to, your UC benefits when family status changes occur (marriage, domestic partnership, birth, adoption or divorce) or, in some cases, after you or an eligible family member experience an involuntary loss of non-UC health & welfare coverage.

If you don't see the **Select** button, you do not currently have an open event allowing you to make enrollment changes. If you think this is in error or have additional questions, contact the UCPath Center at 1-855-9UC-PATH (1-855-982-7284).

**Open Benefit Events**  
After you use the **Select** button, it will take a few seconds for your benefits enrollment information to load.

**Divorce**  
COMM AND NETWORK TCHL ANL 3  
10/13/2017

Submitted

Terms of Use University of California

Step	Action
120.	The <b>Open Benefit Events</b> section displays the <b>Submitted</b> status for the <b>Divorce</b> event.
121.	Return to the top of the page.  Click the scroll bar.

**Matthew Moore**  
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Edit profile

Log out

UCPath

Log out

Ask UCPath Center

CANCEL COUNTINUE LATER SHOW PROGRESS PREV NEXT

**BENEFITS ENROLLMENT**  
**Matthew Moore**

Welcome to the benefits enrollment section. Congratulations! You and your family now have an opportunity to enroll in benefits based on one of the newly benefits eligible scenarios listed below. You have either been directed to this page or navigated here on your own because

- You are a new hire with a PIE to enroll in benefits initially, OR
- You are newly eligible for benefits, OR
- You have a life event that enables you to make enrollment changes, OR
- The annual Open Enrollment period is now open


Scroll down to view the list of your benefit events below. Do you see the **Select** button next to an event? If so, that indicates the event is currently open to you for enrollment. Click on **Select** to begin.

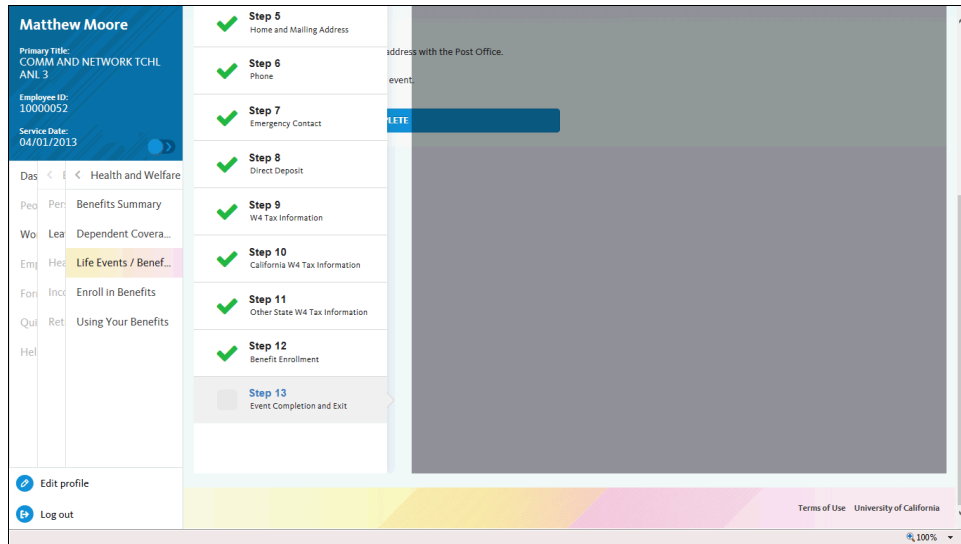
Take advantage of this opportunity now because your other options are limited to:

**90-day Waiting Period**  
You may enroll yourself or eligible family members at any time in medical coverage only with a 90 consecutive calendar day waiting period; coverage is effective after the 90 days have elapsed. Your premiums may need to be paid on an after-tax basis.

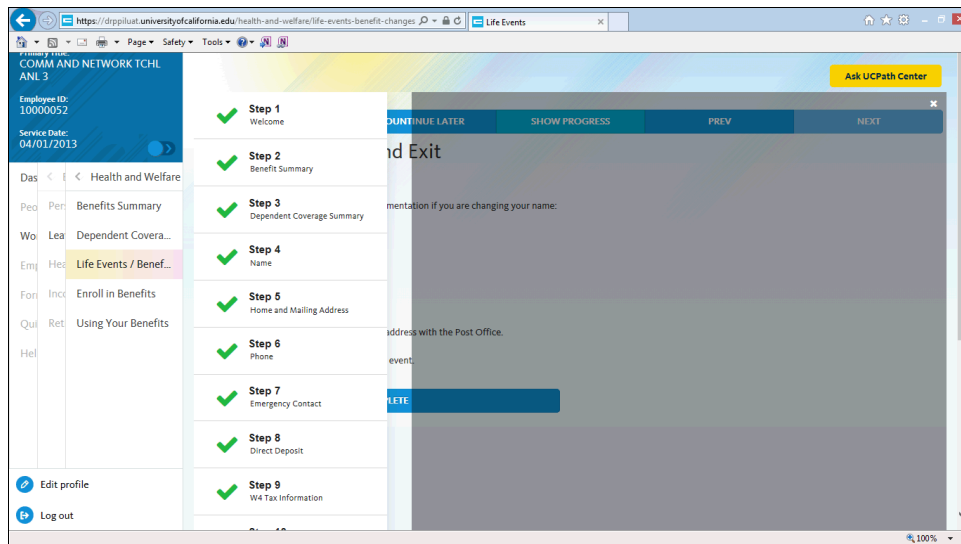
**Open Enrollment**  
Open Enrollment (OE) is the time each year (typically in the Fall) when you can change your medical plan and sign up for other benefits. Shortly before OE opens, UC will launch a dedicated website to guide you through the process. Changes you make during OE are effective January 1 of the following year.


**Life Event**  
A *life event* provides an opportunity to enroll in, or make changes to, your UC benefits when family status changes occur (marriage, domestic partnership, birth, adoption or divorce) or, in some cases, after you or an eligible family member experience an involuntary loss of non-UC health & welfare coverage.

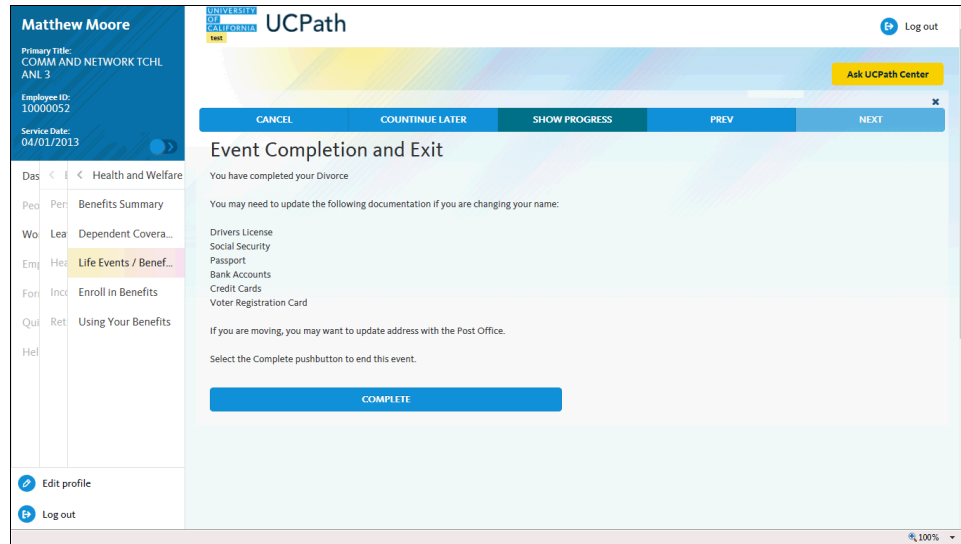
Step	Action
122.	To review your progress, click the <b>Show Progress</b> button. 



Step	Action
123.	You are on the last step of the life event, <b>Event Completion and Exit</b> . Return to the top of the page.  Click the scroll bar.



Step	Action
124.	Click the <b>Close</b> button to hide the steps. 



Step	Action
125.	The <b>Event Completion and Exit</b> page appears.  Click the <b>Complete</b> button.
126.	You have submitted your changes for the divorce event.  A confirmation email is sent to the primary email address on your account. You can identify your primary email address under Employee Actions > Personal Information > <b>Personal Information Summary</b> . <b>End of Procedure.</b>