



2023 Benefits Seminars

For Graduate Assistants & Short-Term Academic Staff

Presented by: Office of Human Resources, Madison Benefit Services

If you are a grad assistant, scholar, fellow, employee-in-training, or short-term academic staff member who is eligible to enroll in new employee benefits this fall:

- **You have 30 days from your benefits-eligible hire date to enroll in or decline insurance.**
- If we receive your health enrollment by deadline, once processed your health insurance will begin as of the first day of the month on or following your eligible hire date.

| If your date of eligible hire is | And we receive your health application on | Your health coverage will be effective on this date |
|----------------------------------|---|---|
| 01/01/2023 | 01/01/2023 – 01/31/2023 | 01/01/2023 |
| 01/02/2023 | 01/02/2023 – 02/01/2023 | 02/01/2023 |
| 01/05/2023 | 01/05/2023 – 02/04/2023 | 02/01/2023 |

- **Enroll online at my.wisc.edu > Benefit Information > Enroll Now**
 - If you do not see your Self-Service option (e.g., if you do not see the “Enroll Now” button):
 - Contact your local HR office and ask them to assist you.
 - If you cannot enroll online, complete and submit printable forms for each benefit in which you want to enroll; forms and plan information are available online at hr.wisc.edu/benefits/grad. Forms must be received and signed-in by your local HR office by your 30-day deadline.

Attend a virtual (Webex) Benefits Seminar to learn about benefits options:

| DATE | TIME | REGISTER |
|------------------------|-----------------|---|
| Tuesday, Jan. 10, 2023 | 1 p.m. – 2 p.m. | go.wisc.edu/xny3kk |

Or watch a recording of the Benefits Seminar to learn about benefits options:

hr.wisc.edu/benefits/grad