Selkirk College | HUMAN RESOURCES

VERIFICATION OF STUDENTS STATUS FORM EXTENDED HEALTH AND DENTAL BENEFITS

COMPLETED FORM MUST BE SUBMITTED TO HR BY AUGUST 15, 2025 TO ENSURE CONTINUITY OF COVERAGE (FORMS CAN BE SUBMITTED VIA INTERNAL MAIL HR OR EMAIL: BENEFITS@SELKIRK.CA)

In order for your dependent child to remain eligible as a dependent under Selkirk's group extended health and dental benefits, said dependent must continue to meet the definition of dependent as defined by Selkirk's Group Health Policy with Manulife Financial. This definition is summarized as follows:

The dependent must be under age 21 and is:

- *Unmarried, not living in a common law relationship, and*
- *Not employed on a regular and full-time basis.*

Or, the dependent has reached age 21 and has not yet reached age 25 and is:

- *Currently enrolled in full-time attendance at an accredited post-secondary institution.*
- *Unmarried, not living in a common law relationship, and*
- *Not employed on a regular and full-time basis.*

Complete the following information (please print) for consideration of an extension of coverage:

Name of Employee:	Employee ID Number (See Paystub):
Name of Dependent:	Dependent's Date of Birth:
Name & Location of School:	Expected Date of Completion:

Are they employed on a regular and full-time basis? ☐ Yes ☐ No

Are they currently enrolled in full-time attendance at a recognized post-secondary institution? ☐ Yes ☐ No

Are they married or in a common law type relationship? ☐ Yes ☐ No

I declare that all information provided herein is true:

Employee _____ Date _____ Signature _____

PLEASE NOTE

1. To ensure uninterrupted coverage it is your responsibility to provide verification via completing this declaration. Completed forms must be received by August 23, 2025. Benefits will automatically terminate on August 31st or maximum age 25 regardless of student status. Should your dependent cease to attend full time post-secondary during the school year or enter into a marriage like relationship please advise the HR Benefits Coordinator.
2. This verification DOES NOT apply to basic medical coverage under the provincial health care plan. Application for ongoing basic medical coverage for an overage dependent must be submitted in accordance with the documentation requirements of the Medical Services Plan (MSP).

QUESTIONS? Contact the HR Benefits Coordinator at benefits@selkirk.ca