

# OPEN ENROLLMENT 2017

JANUARY 17 - 31 / SEIU LOCAL 32

**Who:** SEIU (Service Employees International Union) Local 32

**What:** Special Benefits Enrollment

This Special Enrollment is your opportunity to change your benefit selections without the requirement of a Qualifying Life Event (QLE). During the special enrollment period you can add or remove benefits, dependents, amounts of insurance, and more, all for 2017.

**When:** Tuesday, January 17, 2017 – Tuesday, January 31, 2017

**Where:** [go.gwu.edu/easyenroll](http://go.gwu.edu/easyenroll)

**Why:** To review and/or elect your 2017 Benefits

We recommend that all SEIU Local 32 members log in to review their benefit selections, however; if you participated in last Fall's University Open Enrollment and do *not* wish to make any changes, *no action* is needed at this time.

**Please note:** Most benefits elected during this special enrollment will have coverage retroactive to January 1. Coverage requiring EOI will be effective first of month following approval from provider. The legal plan will be effective March 1.

**If you need assistance or do not have computer access**, please contact Marion Flythe, HR Manager, at 202-994-1683 or Claude Owens, HR Director, at 202-994-9605 to schedule an appointment. You can also seek assistance at the Faculty Staff Service Center on the 1<sup>st</sup> Floor of Rice Hall.

For additional assistance, please contact the call center at **1(888) 4GWUBEN (449-8236)**.

To download the **2017 Benefits Enrollment Guide** please visit: <https://benefits.gwu.edu>

**THE GEORGE  
WASHINGTON  
UNIVERSITY**  
WASHINGTON, DC

For additional assistance, contact the  
**GW Benefits Administration Department.**  
45155 Research Place, Suite 160 • Ashburn, VA 20147  
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