



MANITOBA PUBLIC SCHOOL EMPLOYEES GROUP LIFE INSURANCE PLAN

Request for information to be sent to Prior School Division, when new employee was covered under this plan within the 6 months prior to current hire date.

Current School Division to complete the following chart before request for information submitted to prior school division:

Current School Division	
Name of employee	
Hire date	
Term or permanent employee (if term employee in prior school division hired into permanent position, treat as new employee)	

The named employee has indicated that they were covered under the Manitoba Public School Employees Group Life Insurance Plan while actively employed in the prior school division.

Prior School Division to complete the following and return by reply email to Current School Division within 5 business days:

Prior School Division	
Date coverage terminated	
Term or permanent employee	
Level of Group Life insurance (2x, 3x, ...)	
Was Family Life in effect?	
Was Accident Insurance in effect, if so:	
Single or Family	
Number of units	

Any questions can be directed to heather.carriere@mercer.com

Name of Administrator from Prior School Division

Date