REQUEST FOR DOUBLE SPOUSE CREDIT
FACULTY, PROFESSIONAL & SCIENTIFIC, MERIT and HOUSE STAFF

When both spouses or domestic partners are employed by the University of Iowa in benefit eligible positions and both are classified as Faculty/House Staff/Merit/P&S, they may elect to take advantage of the Double Spouse Credit toward family health and dental insurance. The change to Double Spouse Credit may be made at the time of hire, open enrollment, or the first of the month following a qualifying event such as marriage, birth of a child, or declaration of domestic partnership.

If either employee separates employment, changes classification, becomes ineligible to participate in this program, or will not receive a paycheck for the month in which a premium is due, their spouse or domestic partner must notify University Benefits within 30 days, and by signing this form, authorizes a payroll deduction of any balance owed.

Due to the qualifying event listed, we request our current benefit status with the University of Iowa to be modified as indicated below:

Event: ___________________________ Date of Event: ___________________________

Modification:

☐ Elect Double Spouse Credit
   Spouse 1 – Contract holder for health and dental
   Spouse 2 – Non-contract holder

☐ Cancel Double Spouse Credit

SPouse 1:

Name of Employee (please print) ___________________________ Employee ID or University ID Number ___________________________

Signature of Spouse 1 ___________________________ Date ___________________________

SPouse 2:

Name of Employee (please print) ___________________________ Employee ID or University ID Number ___________________________

Signature of Spouse 2 ___________________________ Date ___________________________

Please Return Form to:
University Benefits
120 University Services Building
Iowa City, IA 52242-1911
email: benefits@uiowa.edu
Fax: (319) 335-2776

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Request for Double Spouse Credit (revised 9.22.17)