Georgia Perimeter College
Instructions for Completing Application for Group Critical Illness Insurance

SECTION 1: Employee must complete this section.

HELPFUL HINTS:
- In the block titled “Employee ID/Payroll #” indicate the payroll number assigned to you by ADP. If you do not know this number, then leave this block blank.
- Leave the block titled “Group Number” blank.
- In the block titled “Eligibility Class”, indicate whether you are a salaried employee (paid monthly), 10 month contract employee (paid monthly) or an hourly employee (paid bi-weekly).

SECTION 2: Only complete the section if applying for coverage on your spouse.

SECTION 3: Employee must complete this section on himself/herself and spouse (if applying for coverage on the spouse)

HELPFUL HINTS:
- In the “Coverage Amount” column, next to the line with the box checked √ Critical Illness with Cancer Benefit – indicate the amount of coverage (either $5,000 or $10,000) for which you are applying on yourself and spouse (if applicable). Note, you and your spouse do not have to apply for the same amount of coverage.

SECTION 4: Employee must complete this section on himself/herself and spouse (if applying for coverage on the spouse)

SECTION 5: Leave blank - Completion of this Section is NOT required.

SECTION 6: Employee must read this section and sign where indicated. Do not forget to include the date of your signature where indicated.

PAGE 6:
If you or your spouse (if applying for coverage on your spouse) are age 65 or older, or disabled and eligible for Medicare, contact Dawn Rigsbee, to receive your copy of the “Guide to Health Insurance for People with Medicare” and the “Important Notice to Persons on Medicare”.

Once you have received your “Guide to Health Insurance for People with Medicare” and the “Important Notice to Persons on Medicare”, don’t forget to sign your name and put the date of your signature on page 6 of this application.

Once you have completed the application, please mail it to:
Dawn Rigsbee
Ascension Insurance
5825 Medlock Bridge Parkway, Suite 200
Johns Creek, GA 30022
404-847-1035 or drigsbee@ascensionins.com