

Benefit Services

New Mexico State University MSC 3HRS, Box 30001 Las Cruces, NM 88003-8001

Phone: (575) 646-8000 benefits@nmsu.edu Fax: (575) 646-2806

Retiree Insurance Discontinuance Form

Cancellation of benefits will be the first of the month after the completed form is received by the Benefit Services department. Once medical or life insurance coverage is cancelled, you cannot re-enroll.

PPO-Participants on the NMSU PPO medical plan can cancel at any time.

Medigap-Participants on the NMSU Medigap plan can only cancel once a year during the annual enrollment period for Medicare. Cancellations for Medigap members will be effective January 1st. Retirees cancelling due to enrollment in a non-NMSU Medicare Part D plan will be cancelled the first of the month in which the new Medicare Part D plan becomes effective.

Dental & Vision-The retiree must be enrolled in medical coverage to be eligible for dental and vision coverage. Dental and vision coverage may only be cancelled during annual Open Enrollment or within 31 days of a qualifying change in status. If you cancel dental or vision coverage, you must wait 4 years before you can enroll during the subsequent Open Enrollment.

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(Last, First, Middle Initial)		Banner ID		SSN (if Banner # is unknown)		
t Address		City, State, Zip		Daytime Phone # (xxx-xxx-xxxx)		
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