



**REQUEST FOR DOUBLE SPOUSE CREDIT
FACULTY, PROFESSIONAL/SCIENTIFIC, MERIT SUPERVISORY EXEMPT STAFF**

When both spouses (or domestic partners) are employed by The University of Iowa and are both classified as Faculty/P&S/MSE, 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 partner must notify the University Benefits Office within 30 days, and by signing this form, authorizes a payroll deduction of any balance owed.

Due to the qualifying event of _____, date of event _____, we wish to modify our current benefit status with The University of Iowa as indicated below.

Elect Double Spouse Credit

Spouse 1 - Contract holder for health and dental
Spouse 2 – Non-contract holder (contributing spouse)

Cancel Double Spouse Credit

Spouse 1: _____
Name of Employee (please print) Employee ID Number, SSN, or University ID

Signature: _____ Date: _____

Spouse 2: _____
Name of Employee (please print) Employee ID Number, SSN, or University ID

Signature: _____ Date: _____

**Return to: University Benefits Office, 120-USB, Suite 40
Iowa City, IA 52242-1911
Fax: 319/335-2776**

Office Use Only: Effective Date: _____