



University of New Haven

Benefit Termination Summary

Termination of employment with the University impacts provided benefits, as noted below.

Type	Termination	Comments
Medical, Dental, and/or Vision Insurance	Last day of the month in which an employee terminates	<ul style="list-style-type: none">• In accordance with COBRA regulations, terminating employees may elect to continue their current coverage for up to 18 months by paying the required premium.• Meritain Health will forward information regarding continuation under COBRA directly to terminating employees' home address on file.
Health Savings Account	As of termination date	<ul style="list-style-type: none">• Contact Fidelity directly at 1-800-343-0860 for account options or view account information at netbenefit.com.
Flexible Spending Account	As of termination date	<ul style="list-style-type: none">• Contact Benefit Resource Inc. directly (1-800-473-9595) to discuss account options.
Life & Disability Insurance	As of termination date	<ul style="list-style-type: none">• Life Insurance may be eligible to convert basic and voluntary life coverage(s) within 31 days of termination.• Contact officeofhumanresources@newhaven.edu for a conversion form if you elect to convert your life coverage.
403(b) Retirement and Savings Plan	As of termination date	<ul style="list-style-type: none">• Contact Fidelity directly at 1-800-343-0860 for account options.• Existing loan payments may continue with Fidelity upon termination.• University contributions are deposited with the last payroll of the month so allow for all deposits to post before requesting a distribution.
Vacation	As of termination date	<ul style="list-style-type: none">• Any accrued vacation balance, if applicable, will be paid in last paycheck in accordance with the University vacation policy.• If employee terminates with sufficient notice (minimum 2 weeks), vacation will be pro-rated accordingly. If sufficient notice is not given, entitlement may be forfeited.• If terminating employee has used more vacation that entitlement, employee will be responsible for reimbursing the University for value of overused vacation.
Tuition Assistance	As of termination date	<ul style="list-style-type: none">• Employees terminating within a semester will have their tuition remission pro-rated based on their termination date, unless 70% completed.

Final paychecks are processed in accordance with the normal payroll schedule and will include normal benefit deductions, tax withholdings and any vacation balance payout, if applicable. Employees with direct deposit will receive their last paycheck as direct deposit. Final paychecks for employees who receive live checks, as well as pay stubs for direct deposits, will be mailed directly to the address on file.

Contact OfficeofHumanResources@newhaven.edu with any questions.