

# AUBURN UNIVERSITY

## Dependent Eligibility and Required Proof of Relationship

Dependent	Eligibility	Required Documents
<b>Spouse</b>	<b>For all plans:</b> your spouse as recognized by the State of Alabama	Marriage Certificate and one other *document to show marriage is still current
<b>Common Law Spouse</b>	<b>For all plans:</b> Alabama recognizes common-law marriage with certain requirements, including capacity and an agreement to be husband and wife.	An affidavit of Common Law Marriage and one other *document to show current capacity
<b>Sponsored Adult Dependent</b>	<b>For all plans:</b> A benefit eligible employee may add one Sponsored Adult Dependent for benefit coverage if the Sponsored Adult Dependent meets all of the following requirements: <ul style="list-style-type: none"> <li>• Shares a primary residence with the covered employee, other than as a tenant/renter, and has lived with the employee for at least the 12 continuous months immediately prior to the effective date of coverage under the benefit plan</li> <li>• Is at least age 19 as of the effective date of coverage</li> <li>• Is not a relative of the employee</li> <li>• Is not employed by the employee and was not employed by the employee during the period of the shared residence</li> <li>• Neither the Sponsored Adult Dependent nor the employee is married as recognized by the State of Alabama and neither one was married as recognized by the State of Alabama during the period of shared residence</li> </ul>	Documentation of 12 or more continuous months of shared residency with the Sponsored Adult Dependent, *including the current month <b>and</b> Signed affidavit verifying the individual meets the eligibility requirements for a Sponsored Adult Dependent <b>and</b> Any other documentation necessary to confirm the eligibility requirements listed above (e.g. divorce decrees, etc.) as requested
<b>Biological Child</b>	<b>For the health plan:</b> your child under age 26 regardless of marital status or enrollment in school  <b>For all other plans:</b> <ul style="list-style-type: none"> <li>• An unmarried child under age 19 who is not enlisted in the military; or</li> <li>• An unmarried child age 19 to 24 while a full-time student in a state accredited school, not working full time and chiefly depending on the employee for support and who is not enlisted in the military; or</li> <li>• An unmarried, incapacitated child who (1) is age 19 and over; (2) is not able to support himself; and (3) depending on the employee for support and who is not enlisted in the military, if the incapacity occurred before age 19 (or 24 if a “full-time student”)</li> </ul>	Birth Certificate of Child <b>or</b> Record of Live Birth issued by hospital for newborn <b>and</b> Marriage Certificate (as recognized by the State of Alabama) if covering step-child

<b>Adopted Child</b>	<p><b>For the health plan:</b> your child under age 26 regardless of marital status or enrollment in school</p> <p><b>For all other plans:</b></p> <ul style="list-style-type: none"> <li>• An unmarried child under age 19 who is not enlisted in the military; or</li> <li>• An unmarried child age 19 to 24 while a full-time student in a state accredited school, not working full time and chiefly depending on the employee for support and who is not enlisted in the military; or</li> <li>• An unmarried, incapacitated child who (1) is age 19 and over; (2) is not able to support himself; and (3) depending on the employee for support and who is not enlisted in the military, if the incapacity occurred before age 19 (or 24 if a “full-time student”)</li> </ul>	<p>Birth Certificate of the child <b>and</b> Valid court order of adoption <b>or</b> Valid pre-adoption placement order issued by a licensed child placement agency</p>
<b>Custodial Child</b>	<p><b>For the health plan:</b> your child under age 26 regardless of marital status or enrollment in school</p> <p><b>For all other plans:</b></p> <ul style="list-style-type: none"> <li>• An unmarried child under age 19 who is not enlisted in the military; or</li> <li>• An unmarried child age 19 to 24 while a full-time student in a state accredited school, not working full time and chiefly depending on the employee for support and who is not enlisted in the military; or</li> <li>• An unmarried, incapacitated child who (1) is age 19 and over; (2) is not able to support himself; and (3) depending on the employee for support and who is not enlisted in the military, if the incapacity occurred before age 19 (or 24 if a “full-time student”)</li> </ul>	<p>Birth Certificate of the child <b>and</b> Valid court order of permanent legal custody</p>
<b>Sponsored Child Dependent</b>	<p><b>For the health plan:</b> is defined as a dependent child of the Sponsored Adult Dependent and may be covered if he/she meets the following requirements:</p> <ul style="list-style-type: none"> <li>• Is under age 26 (or is age 26 or more, unmarried, was permanently incapacitated before age 26, is not able to support himself and depends on the employee and/or the Sponsored Adult Dependent for support and is not enlisted in the military), and</li> <li>• Is the natural born child of the Sponsored Adult Dependent, or</li> <li>• Is a legally adopted child of the Sponsored Adult Dependent, or</li> <li>• Is a child in the permanent legal custody of the Sponsored Adult Dependent</li> </ul> <p><b>For all other plans:</b></p> <ul style="list-style-type: none"> <li>• An unmarried child under age 19 who is not enlisted in the military; or</li> </ul>	<p>Birth Certificate of the child <b>and</b> Documentation of 12 or more continuous months of shared residency with the Sponsored Adult Dependent, *including the current month <b>and</b> Signed affidavit verifying the individual meets the eligibility requirements for a Sponsored Child Dependent <b>and</b> Any other documentation necessary to confirm the eligibility requirements listed above (e.g. birth certificates, adoption paperwork, divorce</p>

	<ul style="list-style-type: none"> <li>• An unmarried child age 19 to 24 while a full-time student in a state accredited school, not working full time and chiefly depending on the employee for support and who is not enlisted in the military; or</li> <li>• An unmarried, incapacitated child who (1) is age 19 and over; (2) is not able to support himself; and (3) depending on the employee for support and who is not enlisted in the military, if the incapacity occurred before age 19 (or 24 if a “full-time student”); and</li> <li>• Is the natural born child of the Sponsored Adult Dependent, or</li> <li>• Is a legally adopted child of the Sponsored Adult Dependent, or</li> <li>• Is a child in the permanent legal custody of the Sponsored Adult Dependent</li> </ul>	decrees, etc.) as requested
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\* In addition to a marriage certificate (or the signed affidavit for common law marriages and Sponsored Adult Dependents), you must prove that the relationship is still current. Appropriate documentation may include a joint household bill, joint bank/credit account, joint mortgage or lease, or front page of your most recent jointly filed federal tax return (if applicable, with blacked out financial information) or front page of both individually filed federal tax returns both showing common current address.