

# You have important group life insurance decisions to make

## Understanding your options



You know that life insurance is a critical part of your overall benefits plan – that’s why you chose to enroll in the Group Life/AD&D insurance program offered by your employer. As you leave your employment, you have important decisions to make about continuing these benefits.

### What you need to know

There are two options under which you can continue your coverage – **Portability and Conversion**. This brochure is designed to answer the most common questions about each option and give you a side-by-side comparison, so you can choose the option that best meets your needs.

- **Conversion** – You and your dependents can generally convert their Group Term Life Insurance benefits to an Individual Whole Life insurance policy, without providing proof of good health, if coverage terminates due to your retirement or termination of employment. Conversion is not available on Accidental Death & Dismemberment coverage.
- **Portability** – This feature allows you and your dependents to continue their Group Term Life and Accidental Death and Dismemberment (AD&D) insurance under a separate group policy, if coverage terminates due to your retirement or termination of employment. Proof of good health is not required, but can be submitted at time of application to be considered for lower or “preferred” rates.

In either case, the premium rates you pay will generally be higher than those you paid under your employer’s plan.

### What you need to do

MetLife will send you an informational packet to your home soon after your employment ends. Read the information carefully. It’s important to understand the differences between the options that will be available to you, so you can also use the chart on the following page to help you make an informed decision.

### We’re here to help

After you receive the informational packet from MetLife, please know that helping you make the best decision for you and your family’s needs is important to us.

To speak with a MetLife representative who can answer your questions about Portability, call: **1-888-252-3607**, Monday-Friday 8:00 a.m. to 11:00 p.m. (ET).

To speak with a MassMutual financial professional (a MetLife partner) who can answer your questions about Conversion, call: **1-877-275-6387**. Monday-Friday 9:00 a.m. to 6:00 p.m. (ET).

**It's important to understand the differences between these options.  
Use the chart below to help you make an informed decision.**

FAQs	PORTABILITY <sup>1</sup>	CONVERSION
<p><b>What are the basics of each option?</b></p>	<p>You can continue your Group Life and AD&amp;D insurance coverage(s) with MetLife if your coverage terminates due to certain events, including the following:*</p> <ul style="list-style-type: none"> <li>• Retirement or termination of employment</li> <li>• A change in employee class such as full-time to part-time status</li> </ul> <p>Your Dependents can also continue their coverage(s) due to the following:</p> <ul style="list-style-type: none"> <li>• You are eligible to exercise the portability option; or</li> <li>• Your Spouse can port upon your death or upon Divorce or Annulment; or</li> <li>• Your Child(ren) are no longer eligible as a Dependent</li> </ul>	<p>You can generally convert your Group Life insurance coverage to an <b>Individual Whole Life</b> insurance policy*** if your coverage terminates in whole or in part due to:</p> <ul style="list-style-type: none"> <li>• Retirement or termination of employment</li> <li>• A change in your employee class such as full-time to part-time status</li> </ul> <p>Conversion is <b>NOT</b> available on AD&amp;D coverage.</p>
<p><b>Does coverage reduce or terminate?</b></p>	<ul style="list-style-type: none"> <li>• <b>Employee:</b> Reduces 50% at age 70, and terminates at age 100</li> <li>• <b>Spouse:</b> Terminates at age 70</li> <li>• <b>Child(ren):</b> Terminates at age 25. At age 25, each child may apply to continue their portable coverage by completing an election form.</li> </ul>	<p>Coverage reductions and terminations vary by person and are subject to the terms of the individual policy chosen.</p>
<p><b>Will I have to answer medical questions?</b></p>	<p>No. However, medical questions must be answered to apply for lower ("preferred") rates.</p>	<p>No.</p>
<p><b>Can I increase or decrease coverage amounts after the initial application period?</b></p>	<p>Yes**</p>	<p>No.</p>
<p><b>Will the rates be different from the rates I paid while I was working?</b></p>	<p>Yes. Rates will generally be higher and will be based on your current age at the time you "port" and will increase over time as you move to a new age group. You will be billed directly by MetLife, and rates may change based on the financial experience of the insured group.</p>	<p>Yes. Rates will be higher and will be based on your current age at the time you convert and will not increase as you age. You will be billed directly by MetLife, and rates will remain level throughout the life of the policy.</p>
<p><b>How do I enroll/apply for coverage?</b></p>	<ul style="list-style-type: none"> <li>• You will receive an Election of Portable Coverage form from MetLife Transition Solutions within 7 – 10 business days after your employment ends</li> <li>• You will have 31 days from the date on the election form to complete and return this form to MetLife</li> <li>• If your application is approved by MetLife, coverage will take effect 32 days after your group coverage ends.</li> </ul>	<ul style="list-style-type: none"> <li>• You will receive a Notice of Conversion form from MetLife Transition Solutions within 7 – 10 business days after your employment ends</li> <li>• You will have 31 days from the date your coverage ends to elect to convert your coverage</li> <li>• If your application is approved, coverage will take effect 32 days after your group coverage ends</li> </ul>
<p><b>What if I have questions on each option?</b></p>	<p>Once you have received your informational packet from MetLife Transition Solutions, you can speak with a MetLife representative who can answer your questions about Portability by calling <b>1-888-252-3607</b>.</p>	<p>Once you have received your informational packet from MetLife Transition Solutions, you can arrange a meeting with or speak directly with a MassMutual financial professional by calling <b>1-877-275-6387</b> to help you explain your options.</p>

\*Your plan may not include the Portability feature on every product presented on the Election of Portable Coverage Form. The Recordkeeper for your plan will identify which coverage(s) and coverage amount(s) you are eligible to port. In addition, you will not be eligible for Portability if you received approval for Premium Waiver Death Benefits.

\*\*Details about your specific coverage can be found on the Election of Portable Coverage form

\*\*\* A non-renewable term life policy may precede a whole life conversion policy if your group coverage is issued in New York or West Virginia.

1. Subject to state availability. To take advantage of this benefit, coverage of at least \$10,000 must be elected. Increases, decreases, minimum and maximum coverage amounts are subject to state availability.