



EXECUTIVE VICE PRESIDENT AND PROVOST

July 24, 2014

Jonathan N. Waters
110 Weigel Hall
1866 College Road
Columbus, Ohio 43210

Dear Jon:

Pursuant to our conversation yesterday, we regret to inform you of your termination from university employment effective July 24, 2014.

If you have not done so already, you must return all university property, such as keys, BuckID, computer, files, etc., on your last day of work. The Office of Human Resources will be in contact with you to collect these items.

Upon termination from The Ohio State University, you may be eligible to:

1. Convert your Long-Term Disability (LTD) coverage into a Group LTD conversion policy through Unum. Premiums must be paid by you and will no longer be paid for by the University. The completed application must be received by Unum within 31 days of your benefit termination. For more information, contact the Unum at 1-800-421-0344.
2. Convert your Group-Term Life Insurance (GTLI) coverage to an individual policy, the completed application and first month's payment must be received by Minnesota Life within 31 days of your benefit termination. For more information contact Minnesota Life at 866-293-6047.
3. Enroll in continuation health coverage under the Consolidated Omnibus Budget Reconciliation Act (COBRA) due to your loss of University health coverage. You may contact NGS, which administers COBRA continuation coverage, at 800-521-1555 for further eligibility and coverage information. COBRA rate information can be found at <http://www.hr.osu.edu/benefits/rates/2014/rates-cobra.aspx>
4. Enroll in health insurance offered through the Health Insurance Marketplace (Marketplace). For more information about the Marketplace, visit www.HealthCare.gov or call 1-800-318-2596.

Sincerely,

Joseph Steinmetz, PhD
Executive Vice President and Provost