



Insurance

DATE

Attention: **PLAN ADMINISTRATOR**

Reference: Your RBC Insurance Policy Number – **#####**

Dear **PA NAME**,

You are receiving this letter as part of our annual process to validate eligibility of dependents over age 21. Under the terms of your RBC Insurance® group policy, a dependent who is over age 21, but under age 26 is eligible for coverage if they are a full-time student at an accredited college or university. Enrolment in the college or university must be confirmed on an annual basis until the dependent reaches age 26.

As of September 1, **YYYY** the dependents named in the attached report are between the ages of 21 and 26. Please validate the accuracy of the dependent eligibility information through one of the following methods:

1. Reply to this email at admin@groupinsurance.rbc.com. Please add YES or NO in the “In School” column of the report.
2. Call RBC Insurance Customer Service – General Billing and Claim Inquiries Toll-free: 1-855-257-1598.

COVID-19 Update

We recognize that we are in uncertain times due to the Covid-19 pandemic, and resulting school closures have impacted students’ school year and their ability to communicate with their school’s administration office. To assist with these added challenges, **we are extending student coverage from September 1, 2020 to December 31, 2020** for all current students and those who graduated in 2020. No action is required to qualify for this extension. Validation of dependent eligibility information will be required to further extend coverage beyond December 31, 2020.

Confirming the accuracy of this information ensures eligible dependents are continuously covered for their health and dental benefits through to September next year. If we do not receive confirmation from you by December 31, 2020, we will assume the dependents are no longer eligible, and their coverage will be terminated.

Please contact RBC Insurance at admin@groupinsurance.rbc.com or 1-855-257-1598, if you have any questions.

Best regards,

Group Client Services
RBC Life Insurance Company