



Deferred Retirement Enrollment Application User Guide





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Introduction

This GIC Deferred Retirement Enrollment Application user guide is intended to assist terminated employees (applicants) with step-by-step instructions for starting a Deferred Retirement Enrollment Application.

Deferred Retirement Enrollment Application Steps

Important Message from the Group Insurance Commission (GIC) Inbox x

My GIC Link <mygiclinkcustomerservice@mass.gov>
To: sample1@example.com

Hi John M Sample,

You have an important message from the GIC regarding your GIC benefits. If you have already registered, please log into the [MyGICLink Member Benefits Portal](#) to view your message in the Notifications section of the member benefits portal. If you have not registered yet, visit mass.gov/mygiclink-member-benefits-portal for more information on registering for the member benefits portal.

Thank you for using MyGICLink,
Group Insurance Commission



Note: This is an automated email. Please do not reply or send documents to this email address.

Terminated employees whose Health and/or Dental/Vision coverages are terminated will receive an email indicating they have an important message in the MyGICLink.

Applicants must:

- Log into MyGICLink.



The screenshot shows the MyGICLink dashboard for John M Sample. The top navigation bar includes links for Home, Benefits, My Profile, Resources, and John S. The main content area is divided into two sections. On the left, a blue header reads "Welcome to your Benefits Dashboard John M Sample". Below this, a yellow box indicates the "ENROLLMENT STATUS" is "Enrolled". A white box labeled "PLEASE NOTE" states: "You can view your current benefits by clicking on the Benefits tab." On the right, the "MY NOTIFICATIONS" section contains a single notification: "Your GIC benefits will end on MM/DD/YYYY. You may apply for continuation of benefits within 45 days of your termination date here". This notification is highlighted with a red rectangular border. Below the notifications, a section titled "My Application(s)" states: "You do not have any applications in progress at this time."

- Click on the link under **MY NOTIFICATIONS**.



A screenshot of the MyGIC Link web application. The header shows the MyGIC Link logo and navigation links: Home, Benefits, My Profile, Resources, and John S. A modal dialog box is centered on the screen with the text "Please choose one option below:". It contains two radio button options: "COBRA Enrollment" (unselected) and "Deferred Retirement Enrollment" (selected). Below the options are two buttons: "Cancel" and "Start Now". The background of the application is dimmed, showing a welcome message for "John M Sample" and an enrollment status of "Not Enrolled".

Applicants must:

- Select **Deferred Retirement Enrollment.**
- Click **Start Now** to proceed.



The screenshot shows the MyGICLink website interface for the 'Deferred Retirement' application. At the top, there is a navigation bar with links for Home, Benefits, My Profile, Resources, and John S. Below this is a header for 'Deferred Retirement' with a note: '*Represents all the required fields. Make sure to click on Save And Next to save data.' A vertical navigation menu on the left lists five steps: 1. Getting Started (highlighted with a red box), 2. Personal Information, 3. Plan Selection, 4. Documents, and 5. Review and Submit. The main content area is titled 'Getting Started' and contains a paragraph explaining that as a deferred retiree, one has the right to continue GIC benefits if vested. Below this are four sections: 'Basic Life' (allowing continuation of \$5,000 insurance), 'Optional Life' (allowing continuation or cancellation of insurance), 'Medicare' (requiring enrollment in Medicare Part A and B), and 'GIC Dental' (allowing enrollment in dental plans). A blue 'NEXT' button is located at the bottom right of the main content area.

Applicants will be directed to the **Deferred Retirement** Enrollment Application.

Applicants must complete all required prompts and actions for the steps listed on the navigation menu.

1. Getting Started
2. Personal Information
3. Plan Selection
4. Documents
5. Review and Submit



Step 1: Getting Started

The screenshot shows the MyGIC Link interface for a 'Deferred Retirement' application. At the top, there is a navigation bar with 'Home', 'Benefits', 'My Profile', 'Resources', and a user profile for 'John S'. Below the navigation bar, the page title is 'Deferred Retirement' with a note: '*Represents all the required fields. Make sure to click on Save And Next to save data.' A vertical sidebar on the left contains five steps: 1. Getting Started (highlighted), 2. Personal Information, 3. Plan Selection, 4. Documents, and 5. Review and Submit. The main content area is titled 'Getting Started' and features an introductory paragraph: 'As a deferred retiree you have the right to continue GIC benefits if you are vested with your retirement system and retain your right to collect a pension from that retirement system in the future. Any withdrawal of funds or subsequent determination of ineligibility for a pension allowance disqualifies you from GIC benefits. If you elect deferred retiree benefits, you will be direct billed for 100% premium monthly for all GIC benefits you elect to continue. Documentation from your retirement system indicating that you are vested must be uploaded when you submit your application.' Below this are four sections: 'Basic Life' (describing \$5,000 of insurance), 'Optional Life' (describing coverage options), 'Medicare' (describing enrollment requirements for those 65+), and 'GIC Dental' (describing dental plan options). A blue 'NEXT' button is located at the bottom right of the content area.

To begin the application, applicants can:

- Review the information on the **Getting Started** page.



The screenshot shows the MyGICLink website interface for a "Deferred Retirement" application. The top navigation bar includes "Home", "Benefits", "My Profile", "Resources", and "John S" with a user icon. The main content area is titled "Deferred Retirement" and includes a sub-header: "*Represents all the required fields. Make sure to click on Save And Next to save data." A sidebar on the left contains a progress indicator with five steps: 1. Getting Started (selected), 2. Personal Information, 3. Plan Selection, 4. Documents, and 5. Review and Submit. The main content area is divided into sections: "Optional Life Insurance coverage when applying for deferred retiree coverage or anytime throughout the year; the effective date of cancellation or decrease is determined by the GIC.", "Health" (with a sub-section for enrolling dependents), and "GIC Dental" (with a sub-section for enrolling dependents). Below these sections is a form with two red-bordered boxes. The first box contains the question: "* Confirm you are vested and leaving your retirement contributions in the retirement system?" with radio buttons for "Yes" (selected) and "No". The second box contains the question: "* Name of your Retirement System" followed by a text input field. At the bottom right of the form is a blue "NEXT" button with a red border.

Applicants must:

- Select **Yes** to the **Confirm you are vested and leaving your retirement contributions in the retirement system?** question.
- Enter the name of your Retirement System.
- Click **NEXT** to proceed.

Note: If applicants select **No** because they are not vested and leaving their retirement contributions in the retirement system, they will not be able to proceed with the application.



Step 2: Personal Information

MyGICLink

Home Benefits My Profile Resources John S

Deferred Retirement

*Represents all the required fields. Make sure to click on Save And Next to save data.

Cancel Application Save and Exit

Getting Started

2 Personal Information

3 Plan Selection

4 Documents

5 Review and Submit

Personal Information
Please review the following information for accuracy.

Enrollee Information

FULL NAME	DATE OF BIRTH	GENDER
John M Sample	1/1/1965	Male
SOCIAL SECURITY NUMBER	REFERENCE ID	
*****1234	1A2B3C4D	

Contact Information

HOME ADDRESS	MAILING ADDRESS
2 Portal Way Boston MA 02115 United States	
MOBILE PHONE	EMAIL
123-456-7890	sample1@example.com

* Is the information listed above accurate?

Yes No

Previous Save and Next

Applicants will be directed to the **Personal Information** section and can:

- Review and confirm their personal information.

If the information is accurate, applicants must:

- Select **Yes** to the **Is the information listed above accurate?** question.
- Click **Save and Next** to proceed.



Step 3: Plan Selection

MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement
*Represents all the required fields. Make sure to click on Save And Next to save data. Cancel Application Save and Exit

Getting Started
Personal Information
3 Plan Selection
3.1 Life Insurance
3.2 Health
3.3 GIC Dental
4 Documents
5 Review and Submit

Plan Selection
3.1 - Life Insurance

PREMIUM TOTAL
\$6.35 View details

Basic Life Insurance

Your Current Plan

CARRIER NAME	COVERAGE AMOUNT	MONTHLY PREMIUMS
MetLife Basic Life View Detail	\$5,000.00	\$6.35

*What would you like to do with your current Basic Life Insurance Plan?
 Continue Opt out

Optional Life Insurance
Your Current Coverage

Previous Save and Next

Applicants will be directed to the **Basic Life Insurance** section under **Life Insurance**. This page displays **Your Current Plan** with your monthly premiums.

Applicants can:

- Select **Continue** to proceed with the current Basic Life Insurance.

Note: If applicants choose to **Opt out** of the Basic Life Insurance, they can't continue with Optional Life or Health Insurance.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement
*Represents all the required fields. Make sure to click on Save And Next to save data. Cancel Application Save and Exit

Getting Started
Personal Information
3 Plan Selection
3.1 Life Insurance
3.2 Health
3.3 GIC Dental
4 Documents
5 Review and Submit

Optional Life Insurance

Your Current Coverage

SMOKER STATUS	COVERAGE TYPE	COVERAGE AMOUNT
No	Multiplier(8 X Base Salary)	\$1,120,000.00

*What would you like to do with your current Optional Life Insurance plan?
 Continue Decrease Opt out

Monthly Premium
\$324.80

Your Life Insurance Beneficiaries

Please designate beneficiary(s) to your GIC life insurance plan.

Primary Beneficiaries

NAME	RELATIONSHIP	PERCENTAGE	ACTION
------	--------------	------------	--------

Previous Save and Next

If applicants are enrolled in the GIC Optional Life Insurance, they can either **continue, decrease, or opt out** of the coverage.

Applicants can:

- Click **Continue** to proceed with the current Optional Life Insurance.

Note: If applicants select the **Decrease** option for Optional Life Insurance, they must choose either a lower Multiplier or Fixed Amount.

Note: If applicants select **Opt out**, their Optional Life Insurance will be canceled.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement
*Represents all the required fields. Make sure to click on Save And Next to save data.

Getting Started
Personal Information
Plan Selection
3.1 Life Insurance
3.2 Health
3.3 GIC Dental
Documents
Review and Submit

Monthly Premium
\$324.80

Your Life Insurance Beneficiaries
Please designate beneficiary(s) to your GIC life insurance plan.

Primary Beneficiaries

NAME	RELATIONSHIP	PERCENTAGE	ACTION
Jane Sample	Spouse	100.00	View
	Total Allocation	100%	

*Would you like to update beneficiaries for your Life Insurance plan(s)?
 Yes No

Previous Save and Next

Upon completing the Life Insurance selection, applicants can update Life Insurance beneficiaries or proceed with the existing beneficiaries.

Applicants can:

- Select **No** to proceed with the existing beneficiaries.
- Click **Save and Next** to proceed.

Note: If applicants select **Yes**, the existing beneficiaries will be revoked, and they will have the option to add new beneficiaries.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement
*Represents all the required fields. Make sure to click on Save And Next to save data.

Cancel Application Save and Exit

Getting Started
Personal Information
Plan Selection
3.1 Life Insurance
3.2 Health
3.3 GIC Dental
Documents
Review and Submit

Plan Selection
3.2 - Health Insurance

PREMIUM TOTAL
\$50.55 [View details](#)

Health Insurance
Note: Where you live determines which health insurance plans you may enroll in.

Your Current Plan

CARRIER NAME	INDIVIDUAL	FAMILY
Unicare State Indemnity Plan/PLUS (Individual) View Detail	\$808.96*	\$1,932.95

* Would you like to continue with GIC Health Insurance?
 Continue Opt Out

Available Health Insurance Plans
Select a GIC Health Plan below.

Previous Calculate Health Premium Save and Next

Applicants will be directed to the **Health** section under **Plan Selection**. This page displays **Your Current Plan** with individual and family premiums.

Applicants can:

- Click **Continue**.

Note: If applicants select **Opt out**, their Health Insurance will be canceled.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement
*Represents all the required fields. Make sure to click on Save And Next to save data. Cancel Application Save and Exit

Getting Started
Personal Information
Plan Selection
3.1 Life Insurance
3.2 Health
3.3 GIC Dental
Documents
Review and Submit

Available Health Insurance Plans
Select a GIC Health Plan below.

SELECT	CARRIER NAME	INDIVIDUAL	FAMILY
<input type="radio"/>	AllWays Health Partners Complete HMO VIEW DETAIL	\$841.94	\$2,205.02
<input type="radio"/>	Harvard Pilgrim Independence Plan VIEW DETAIL	\$1,032.93	\$2,527.05
<input checked="" type="radio"/>	Harvard Pilgrim Primary Choice Plan VIEW DETAIL	\$744.49	\$1,903.87
<input type="radio"/>	Tufts Health Plan Navigator VIEW DETAIL	\$888.49	\$2,176.62
<input type="radio"/>	Tufts Health Plan Spirit VIEW DETAIL	\$673.71	\$1,629.65
<input type="radio"/>	Unicare State Indemnity Plan/Basic with CIC VIEW DETAIL	\$1,235.38	\$2,744.42

Previous Calculate Health Premium Save and Next

Scroll down to **Available Health Insurance Plans.**

Applicants must:

- Select the box next to the desired health plan.



Note: The effective date will auto-populate with the 1st of the month after the applicants' termination date.

Scroll down to the **Dependents** section.

Applicants can:

- Select **No** to proceed without adding dependents.
- Click the **Calculate Health Premium**.

Note: If applicants select **Yes** to dependents' questions, they can add dependents.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement
*Represents all the required fields. Make sure to click on Save And Next to save data. Cancel Application Save and Exit

Getting Started
Personal Information
Plan Selection
3.1 Life Insurance
3.2 Health
3.3 GIC Dental
Documents
Review and Submit

Plan Selection
3.2 - Health Insurance

PREMIUM TOTAL
\$795.04 [View details](#)

Health Insurance
Note: Where you live determines which health insurance plans you may enroll in.

Your Current Plan

CARRIER NAME	INDIVIDUAL	FAMILY
Unicare State Indemnity Plan/PLUS (Individual) View Detail	\$808.96*	\$1,932.95

* Would you like to continue with GIC Health Insurance?
 Continue Opt Out

Available Health Insurance Plans
Select a GIC Health Plan below.

SELECT	CARRIER NAME	INDIVIDUAL	FAMILY
<input type="radio"/>	AllWays Health Partners Complete HMO VIEW DETAIL	\$841.94	\$2,205.02
<input type="radio"/>	Harvard Pilgrim Independence Plan VIEW DETAIL	\$1,032.93	\$2,527.05
<input checked="" type="radio"/>	Harvard Pilgrim Primary Choice Plan VIEW DETAIL	\$744.49	\$1,903.87
<input type="radio"/>	Tufts Health Plan Navigator VIEW DETAIL	\$888.49	\$2,176.62
<input type="radio"/>	Tufts Health Plan Spirit VIEW DETAIL	\$673.71	\$1,629.65
<input type="radio"/>	Unicare State Indemnity Plan/Basic with CIC	\$1,235.38	\$2,744.42

Previous Calculate Health Premium Save and Next

Upon clicking the Calculate Health Premium, **PREMIUM TOTAL** can be viewed at the top of the page.

Applicants can:

- Click **View details** to view the premium breakdown.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement
*Represents all the required fields. Make sure to click on Save And Next to save data. Cancel Application Save and Exit

- Getting Started
- Personal Information
- 3 Plan Selection**
 - 3.1 Life Insurance
 - 3.2 Health**
 - 3.3 GIC Dental
- 4 Documents
- 5 Review and Submit

Plan Selection

3.2 - Health Insurance

PREMIUM TOTAL
\$795.04 [Hide details](#)

Basic Life	\$6.35
Optional Life	\$44.20
Health	\$744.49
GIC Dental	\$0.00

Health Insurance

Note: Where you live determines which health insurance plans you may enroll in.

Your Current Plan

CARRIER NAME	INDIVIDUAL	FAMILY
Unicare State Indemnity Plan/PLUS (Individual) View Detail	\$808.96*	\$1,932.95

*Would you like to continue with GIC Health Insurance?
 Continue Opt Out

Available Health Insurance Plans

Select a GIC Health Plan below.

SELECT	CARRIER NAME	INDIVIDUAL	FAMILY
<input type="radio"/>	AllWays Health Partners Complete HMO VIEW DETAIL	\$841.94	\$2,205.02
<input type="radio"/>	Harvard Pilgrim Independence Plan VIEW DETAIL	\$1,032.93	\$2,527.05
<input checked="" type="radio"/>	Harvard Pilgrim Primary Choice Plan VIEW DETAIL	\$744.49	\$1,903.87
<input type="radio"/>	Tufts Health Plan Navigator VIEW DETAIL	\$888.49	\$2,176.62

Previous Calculate Health Premium **Save and Next**

- View the Premium Total with Basic Life, Optional Life, and Health premium breakdowns.
- Scroll down and click **Save and Next** to proceed.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement Cancel Application Save and Exit
*Represents all the required fields. Make sure to click on Save And Next to save data.

Getting Started
Personal Information
Plan Selection
3.1 Life Insurance
3.2 Health
3.3 GIC Dental
Documents
Review and Submit

Plan Selection
3.3 - GIC Dental PREMIUM TOTAL \$1,406.65 [View details](#)

GIC Dental Insurance

Your Current Plan

CARRIER NAME	INDIVIDUAL	FAMILY
MetLife Classic - Indemnity Plan (Individual) View Detail	\$42.57	\$131.64

Please choose one of the options below to update your GIC Dental Insurance: *
Your active employee GIC Dental/Vision plan will terminate at the end of the second month following your retirement date.

Elect Cobra Dental Switch to Retiree Dental Opt-out of Cobra / Retiree Dental

Effective Date ←
MM/DD/YYYY

! You may receive a bill for any premiums owed as a result of this coverage. If you receive a bill, please be sure to pay the premium by the due date.

CARRIER NAME	INDIVIDUAL	FAMILY
MetLife GIC Retiree Dental Plan View Detail	\$28.79	\$69.36

Previous Save and Next

Applicants will be directed to the **GIC Dental** section under **Plan Selection**. This page displays **Your Current Plan** with individual and family premiums.

Applicants can:

- Click **Switch to Retiree Dental**.

Note: If applicants elect **COBRA Dental**, they will be enrolled in the COBRA Dental plan.

Note: If applicants select **Opt out**, they will not be enrolled in the COBRA or Retiree Dental Insurance plan.

Note: The effective date will auto-populate with the 1st of the month after the applicants' termination date.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement

*Represents all the required fields. Make sure to click on Save And Next to save data.

Cancel Application Save and Exit

- Getting Started
- Personal Information
- 3 Plan Selection**
 - 3.1 Life Insurance
 - 3.2 Health
 - 3.3 GIC Dental
- 4 Documents
- 5 Review and Submit

MetLife Classic - Indemnity Plan (Individual) View Detail	\$42.57	\$131.64
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Please choose one of the options below to update your GIC Dental Insurance: *
Your active employee GIC Dental/Vision plan will terminate at the end of the second month following your retirement date.

Elect Cobra Dental Switch to Retiree Dental Opt-out of Cobra / Retiree Dental

Effective Date
MM/DD/YYYY

! You may receive a bill for any premiums owed as a result of this coverage. If you receive a bill, please be sure to pay the premium by the due date.

CARRIER NAME	INDIVIDUAL	FAMILY
MetLife GIC Retiree Dental Plan View Detail	\$28.79	\$69.36

*What kind of plan would you like to enroll in?
 Individual Family

Previous Save and Next

Once applicants select Switch to Retiree Dental, the Retiree Dental Plan rates will be displayed on the page.

Applicants can choose either an Individual or Family plan.

- Choose **Individual**.

Note: If applicants choose **Family**, they will have the option to add dependents.

- Click **Save and Next** to proceed.



Step 4: Documents

MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement Cancel Application Save and Exit
*Represents all the required fields. Make sure to click on Save And Next to save data.

- Getting Started
- Personal Information
- Plan Selection
- 4 Documents**
- 5 Review and Submit

Documents
See the table below for documents you must provide along with your enrollment to add a spouse or dependent.

Dependents
[Click Here for Required Dependents Documents Information](#)

DEPENDENT NAME	RELATIONSHIP	PLAN COVERAGE TYPE	ACTION	STATUS
No documents are required.				

Deferred Retirement Documents

NAME OF THE DOCUMENT	ACTION	STATUS
Letter/document from your retirement board indicating that you are vested and leaving your retirement contributions in the system.	View/Upload	Not Uploaded

Document requirements

RELATIONSHIP	DOCUMENT TYPE
Dependent under 19	Birth Certificate, Adoption, Court order, Guardianship Document, or Hospital Birth announcement (Newborn Only)
Dependent 19-26	Birth Certificate, Adoption, Court order, Guardianship Document

Previous Save and Next

Applicants will be directed to the **Documents** section.

Applicants must upload a letter or document from their retirement board indicating they are vested and leaving their retirement contributions in the system.

Applicants must:

- Click **View/Upload**.



The screenshot shows the MyGICLink interface with a modal window titled "Documents View/Upload". The modal contains the following elements:

- Upload Documents**: A section with the text "You can upload one or multiple documents". Below this is a button labeled "Upload Files" (highlighted with a red box) and the text "Or drop files".
- All Documents**: A section with the text "Available documents for the Deferred Retirement." Below this is a table with the following structure:

DOCUMENT NAME	TYPE	DOCUMENT	ACTION
Dependent under 19	Birth Certificate, Adoption, Court order, Guardianship Document, or Hospital Birth announcement (Newborn Only)		
Dependent 18-26	Birth Certificate, Adoption, Court order, Guardianship Document		
- Message**: A yellow box with an exclamation mark icon and the text "No documents found for the qualifying event."
- Close**: A button at the bottom right of the modal.

- Click **Upload Files** and upload the required documents.



A screenshot of the MyGIC Link web application. The main page is titled "Deferred Retirement" and has a sidebar with steps: "Getting Started", "Personal Information", "Plan Selection", "Documents" (highlighted), and "Review and Submit". A "Documents View/Upload" modal is open, showing an "Upload Documents" section with the instruction "You can upload one or multiple documents". Below this is an "Upload Files" window showing a file named "Letter - Vested and Leaving.docx" (12 KB) with a progress bar and a green checkmark. A red box highlights the "Done" button. At the bottom of the modal, there is a "Close" button and a message: "No documents found for the qualifying event." The background shows a table with columns for "Upload" and "Not Uploaded" and a "STATUS" column.

- Once the file is uploaded, click **Done**.



MyGIC Link

Success
File(s) uploaded successfully: Letter - Vested and Leaving.docx

Deferred Retirement
*Represents all the required fields. Make sure to click on Save And Next to save data.

Documents View/Upload

Upload Documents
You can upload one or multiple documents

Upload Files Or drop files

All Documents
Available documents for the Deferred Retirement.

DOCUMENT NAME	TYPE	DOCUMENT	ACTION
Letter - Vested and Leaving	WORD_X	View	Remove

Close

Previous Save and Next

Upon uploading the file, a success message will display on the page.

Applicants must:

- Click **Close** to close the pop-up window.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement

*Represents all the required fields. Make sure to click on Save And Next to save data.

Cancel Application Save and Exit

- Getting Started
- Personal Information
- Plan Selection
- 4 Documents**
- 5 Review and Submit

Documents

See the table below for documents you must provide along with your enrollment to add a spouse or dependent.

Dependents

[Click Here for Required Dependents Documents Information](#)

DEPENDENT NAME	RELATIONSHIP	PLAN COVERAGE TYPE	ACTION	STATUS
No documents are required.				

Deferred Retirement Documents

NAME OF THE DOCUMENT	ACTION	STATUS
Letter/document from your retirement board indicating that you are vested and leaving your retirement contributions in the system.	View/Upload	✓

Document requirements

RELATIONSHIP	DOCUMENT TYPE
Dependent under 19	Birth Certificate, Adoption, Court order, Guardianship Document, or Hospital Birth announcement (Newborn Only)

Previous Save and Next

- Click **Save and Next** to proceed.

Note: If applicants add new dependents, they must provide documentation for each dependent.



Step 5: Review and Submit

MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement [Cancel Application](#) [Save and Exit](#)
*Represents all the required fields. Make sure to click on Save And Next to save data.

- Getting Started
- Personal Information
- Plan Selection
- Documents
- 5 Review and Submit**

Review and Submit
Please review the information that you have entered for accuracy. If you would like to make any changes to a section, click the update button. **Premium Total** \$823.83 [View details](#)

Personal Information [v]

Enrollee Information

Full Name	Date of Birth	Gender	Social Security Number
John M Sample	1/1/1965	Male	XXX-XX-1234
Base Salary	Reference ID		
\$74,256.00	1A2B3C4D		

Contact Information

Home Address	Mailing Address
2 Portal Way Boston MA 02115 United States	
Mobile Phone	Email
123-456-7890	sample1@example.com

[Update Personal Information](#)

Life Insurance [>]

[Previous](#) [Submit](#)

Applicants will be directed to the **Review and Submit** section and must:

- Review all the selections.

Note: Applicants must click the arrow available on the accordion to expand and review each section of the application.



The screenshot shows the MyGICLink application interface. At the top, there is a navigation bar with 'Home', 'Benefits', 'My Profile', 'Resources', and 'John S'. The main heading is 'Deferred Retirement' with a note: '*Represents all the required fields. Make sure to click on Save And Next to save data.' Below this are buttons for 'Cancel Application' and 'Save and Exit'. A sidebar on the left lists steps: 'Getting Started', 'Personal Information', 'Plan Selection', 'Documents', and 'Review and Submit' (which is highlighted with a '5'). The main content area shows sections for 'Life Insurance', 'Health Insurance', and 'GIC Dental'. A 'Confirm Submission' dialog box is overlaid in the center, containing the text: 'Are you sure you want to submit the application? You will not be able to update your application once it has been submitted.' At the bottom of the dialog are 'No' and 'Yes' buttons, with the 'Yes' button highlighted by a red rectangle. Below the dialog, there is a section for 'Full Name' and 'Date' with the name 'John M Sample' and a field for 'Enter Your Full Name' containing 'John M Sample'.

A confirmation pop-up will appear on the page.

Applicants must:

- Click **Yes**.



MyGICLink Home Benefits My Profile Resources John S

Deferred Retirement

*Represents all the required fields. Make sure to click on Save And Next to save data.

- Getting Started
- Personal Information
- Plan Selection
- Documents
- Review and Submit**

Review and Submit

Premium Total **\$823.83**
[View details](#)

Success!
Your Deferred Retirement Enrollment has been successfully submitted.
Please keep the case number for your reference - **00125838**

[Print](#)

Personal Information

Enrollee Information

Full Name	Date of Birth	Gender	Social Security Number
John M Sample	1/1/1965	Male	XXX-XX-1234
Base Salary	Reference ID		
\$74,256.00	1A2B3C4D		

Contact Information

Home Address	Mailing Address
2 Portal Way Boston MA 02115 United States	
Mobile Phone	Email

[Previous](#)

A success message will appear on the page notifying the applicant that the Deferred Retirement Enrollment Application has been successfully submitted.

Note: Applicants must keep this case number for their reference.