



Planholder (“Client”) Information (Existing Group: Yes No

Pl an ho ld er	Guardian Group Number	Planholder Name/Address	Number of Benefit Eligible Employees	
	HR Contact Name	HR E-mail	HR Phone Number	
Br ok er	Broker/Producer Firm Name & Address	Broker/Producer Name	Broker/Producer E-mail & Phone Number	
		Broker/Account Manager Name	Broker/Account Manager E-mail & Phone Number	
G ua rd ia	Guardian Group Office #	Sales Support Associate Name & E-mail	Effective Date	Renewal Date

Client Obligations and Acknowledgements:

By accepting this optional program you acknowledge that SAGE Scholars Tuition Reward points are discounts applied towards the full tuition cost of SAGE member colleges and universities, and are not cash and do not accrue interest. It will be disclosed to employees that providing a personal user name and password to SAGE CTB LLC and/or SAGE Scholars is authorization for you to provide the employee’s employment status and information essential to the administration of this program. The service fee is \$0.33 per employee per month (PEPM), which shall be included in your billed premium amount. Such service fee will be paid to SAGE CBT by Guardian on a monthly basis. You can become familiar with this program by visiting: www.Guardian.CollegeTuitionBenefit.com.

To help facilitate enrollment you may be asked to:

- Provide Guardian, the benefit eligible list of active employees and a **valid email address** for each active employee covered by the Guardian dental plan in order for the employee to be registered in the College Tuition Benefit program.
- Authorize Guardian to share the list of active employees covered by the Guardian dental plan to the extent necessary to administer the College Tuition Benefit (CTB) program.
- Communicate, through normal employee benefit communication channels, that the College Tuition Benefit is provided to active employees covered by the Guardian dental plan. This may include activities in order to facilitate self-registration.

Agreement

Client is offering its employees, serviced and or insured by Guardian, the College Tuition Benefit®, CTB, as described on the attached Set-up Sheet. CTB provides Tuition Rewards redeemable through the SAGE Scholar Network of Colleges (SAGE). SAGE is responsible for maintaining records and making the final determination with respect to SAGE Tuition Reward amounts. College contracts are administered by SAGE Scholars, Inc. Please refer to SAGE CTB’s FAQ for the terms and conditions of this program. Client acknowledges on its behalf and on behalf of its employees, that SAGE CTB LLC and Guardian have no responsibility to provide, determine and/or distribute Tuition Reward Points, and holds these parties harmless if any member college or university of SAGE Scholars Inc. fails to honor Tuition Rewards for any reason. Client shall lose its membership in the CTB program upon expiration, cancellation or non-renewal of its Guardian dental program. The CBT program runs concurrent with your Guardian dental insurance program and may NOT be cancelled or terminated by Client during the policy period, provided, however, Client may opt non-renew for a subsequent policy period with 60 days prior notice to Guardian. Guardian or SAGE CTB may terminate this Agreement at any time with notice to Client. In the event of termination of this Agreement, employees will retain Tuition Rewards awarded prior to the termination date.

Signed at: _____ City, State _____ this ___ Day ___ of ___ Month ___, 20Year

(Print Name and Title of Authorized Planholder)

(Signature of Authorized Planholder)

Please submit this form to: Tuition_Reimbursement@glic.com