Jackson Health Student Loan Repayment

Bright Horizons EdAssist Solutions™



Agenda

- Student Loan Repayment Overview
- Who is eligible?
- Qualifying Loans & Annual and Lifetime Cap limits
- Quick Tips
- How to get started?
- Contacting Bright Horizons EdAssist
- Home page & Notifications
- Advice & Tools
- Adding a Loan
- Updating an Existing Loan







- Support with Student Loan Payments Direct to your Loan Servicer
- Full-time (A1) benefit eligible employees of Jackson Health are eligible to participate in EdAssist Student Loan Repayment after completing 12 months of continuous service and considered in good standing.
- Loans are only eligible for EdAssist Student Loan Repayment if
 - (1) a completed degree has been earned/completed,
 - (2) it was earned at a nationally or regionally accredited institution; and
 - (3) the loan is from a degree that is related to current specialty or future career development and opportunity with Jackson Health.
- This Benefit is only available during open Enrollment
- For More information including graduation timeframes visit jacksonbenefits.org and view the student loan repayment policy



- Education Loans eligible for EdAssist Student Loan Repayment must be:
 - Qualified U.S. based education loans: loans borrowed by the employee, which are incurred on behalf of the employee by the employee in active repayment

Qualifying Loans

- U.S. based Education Loans eligible for Loan Repay include:
- Federal Perkins Loans
- Private Student Loans
- Subsidized Stafford Loans (FFELP/Direct)
- Unsubsidized Stafford Loans (FFELP/Direct)
- Health Professional Loans
- Grad PLUS Loans (FFELP/Direct)
- Student Consolidation Loans
- Student Refinance Loans
- State Loans





Eligible Employees can apply for student loan repayment only during open enrollment. If you miss the open enrollment period, the next available time to apply will be the following years open enrollment period.

https://Jhs.edassist.com



All payments will be made directly to your Loan Servicer(s) on a monthly basis up to the specified amount below not to exceed the annual cap or combined tuition cap limit of \$5,000.00

Physician & Leadership

Up to \$291.66 Monthly Up to \$3,500 Annual Max \$35,000 Lifetime Cap

Non-Physician/ Clinical

Up to \$208.33 Monthly Up to \$2,500 Annual Max \$25,000 Lifetime Cap Limit

Non-Clinical

Up to \$125 Monthly Up to \$1,500 Annual Max \$15,000 Lifetime Cap Limit



You can log into Bright Horizons EdAssist Solutions
 <u>https://jhs.edassist.com</u> to apply, view resources regarding your loan benefit or submit a support ticket.



Getting Help / Support Contact

Contacting EdAssist



If you have question about your application, please use the following methods to contact Employee Services:

- Live Chat: For immediate assistance, access <u>https://jhs.edassist.com</u> and go to Support Services, then select Get Live Help.
 - Chat hours are between 9 am 4 pm ET
 - Contact Center 877-276-7019 hours are between 8 am- 8 pm ET Monday-Friday
- Support Ticket: Access <u>https://jhs.edassist.com</u> and go to Support Services, then select to create a Support ticket.

Home Page



Every time you access your **Student Loan Support** site, you will start on the **Home** page.



Your Policy & FAQs Documents

Home Request History Ad	vice & Tools	70 ⊕ 9
Using Your Benefits For more information about your eligib Student Loan Support Policy Student Loan Support Frequently	lity, please review the documents below. Asked Questions	Need Further Assistance? [©] Your ticket was successfully submitted and will be reviewed by our support team. Start A Live Chat OR Create A Support Ticket
Support Ticket History		
SUPPORT TICKET IN PROGRESS	Policy and System Related Questions Ask a Question About My Company's LoanRepay Policy	CAS-9354244-G1H6K1 Last Updated November 21, 2021 View Comments

On the right-hand side, click on the ⁽²⁾ to access **Support Services** available to you for help.

Using Your Benefits will provide you with access to the policy, FAQs, and any other documents available to you.



Support Ticket History



You can also submit a support ticket that will go directly to the EdAssist Support Services Team.

Simply click on **Create a Support Ticket** or **Start A Live Chat** and provide additional details about the help you need.

All of your support tickets will appear under **Support Ticket History**. You can access them at any time.





Home page & Notifications

Dashboard



The **Home** page dashboard contains many features to help you with your Student Loan Requests.

Click on Add A Student Loan Now button if you do not have an active loan.

Under **Other Student Loans**, you will find all your inactive loans.



Documents



Your policy, FAQs, and other documents will be located under **Understanding Your Student Loan Repayment Benefits** section.



Request History

Home	Request History	Advice & Tools				000
Reque	est History					1 Loan
Other	Student Loans					
	Navient (XXXXXX842) Student Loan Repaym	7) > ient Program				Est. Balance \$248.82
	Status SAVED — NOT SUBMI	TTED				ACTIONS
	Stat	tus	Request #	Benefit Month	Requested	Paid
	REQUEST IN RE	VIEW	4799725 >	Aug 2017	\$250.00	-
	REQUEST DENIE	ED	7841400 ►	May 2021		-

All of your requests will be available to you under **Request History** at anytime for you to review.



Notifications

EdAssist Solutions	Student	Loan Supp	ort					0		
Home R	equest History	Advice & Too	ls				Noti	fications		
Manage y	our Studer	nt Loan B	enefit				8	EdAssist Adm Jul 05, 2018	in addec a comment	to your request. #5432
Good Af	fternoon Jose	ph,			-		0	EdAssist Adm Jun 27, 2018	in addec a comment	to your request. #5397
Here's how	N he Student Loan	Student Loo	an Support we	orks:	Monitor th		0	EdAssist Adm Jun 06, 2018	in addec a comment	to your request #5364/
	epayment rogram is simple nd seamless to	pay you requ	ments from remployer, or lest individual		payment s through en this home	tatus nails and page,	0	EdAssist Adm Jun 01, 2018	in addec a comment	to your request #5355
go st st	avigate. Start by athering your tudent loan tatement.	pay	ments.		and enjoy savings!	the	0	EdAssist Adm May 02, 2018	in addec a comment	to your request #53024
		Add A Stud	ent Loan Now					2		
~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~~										
Re	payment Benefit		Your Est	imated	Savings	5				
E	Student Loan Repayment Tutor Employees	ial for	* = Required	t						
e	Student Loan Repayment Bene Policy	fit	Starting Print	ncipal *		vg. Interest	Rate *	%	Avg. Term (in )	(ears) *
	1 oney		Aug Month						3	

Under, **Notifications**, you will find comments from EdAssist Administrators in reference to your payment request.





# **Add A New Loan**

## **Adding a New Loan**



On the **Home** page, click on **Add a Student Loan Now** to setup your loan and create a new payment request.



### **Loan Servicer**

Home	Request History Advice & Tools	9
1 Loan Se	ervicer 2 Loan Details 3 Payments 4 Agreements	
To ens     you ha	sure we have up-to-date documentation, you'll need to complete all four steps of this form now. It will not be saved along the way. If ave your loan documentation ready, it should take about 5-10 minutes to enter your loan	
Loan Se	ervicer	
	Servicer Lookup	
$\sim$	A loan servicer may be holding multiple loans. You will add one of those loans now, and you can add more from your dashboard later.	
	Loan Servicer	
	ACME Federal Loan Servicing X	
	I don't see my loan servicer	
	OUR ONLINE ACCOUNT Cancel Enter Info Manually	y

Your first step is to lookup your **loan servicer**.

From the drop-down, find your Loan Servicer and click Link Your Online Account.



### **Link Account**

	~	
Home R	Link Accounts	000
🕢 Loan Servi	Dag Site TokenPMPA	
	Please enter your Dog Site TokenPMPA online account credentials.	
Loan Ser	ACMEsite16441.1	
	SUBMIT>	board later.
	By providing your credentials, we verify in real time that you own the account you want to link. We then use this information to establish a secure connection with your financial institution.	
	(thawte	
LINK YOU		nfo Manually
	() thawter 😨	
	Close	

Enter your **loan servicer** account credentials and click Submit.



### **Available Accounts**

	Link Accounts		×
	Taking more time to link your account(s).	∆	
	Dag Site		
	Loans		
	Acme Federal Direct Student Loan	\$40,000.00	
		LINK ANOTHER SITE	
(thawte 🦲			
Close			

Once your loan servicer accepts your credentials, you will see your available accounts to add to your new loan.

Click Close



### **Select Account**

Home	Request History Advice & Tools		8088
1 Loan S	ervicer 2 Loan Details	Payments 4 Agreements	
Loan De	etails		
	Linked Accounts		* = Required
	Which linked loan would you like to ad	d?	
	xxxx2334: \$40,000,00	a.	
	XXX2334. \$40,000.00		
	Account Information		
	Loan Servicer	Loan Balance	Monthly Payment
	ACME Loan Servicing	\$40000.00	\$140.00
	Account/Customer Number *	Interest Rate *	Min. Monthly Payment Due Date *
	123456789	5.250 %	11/24/2021
Ð	Add your primary degree details an	d your graduation date below: Field of Study *	
	Associate's Degree 🗸	Accounting	
	Completion Date *		
	05/15/2019		
	Who is your Education Provider?*		
Continu	Cancel		

Under Step 2 loan details, you will see your loans appear under **Linked Accounts**. Select the account you wish to setup for your benefit.



### **Account Information**

Home	Request History Advice & Tools			00⊕8
1 Loan S	Servicer 2 Loan Details 3	Payments 🛛 Agre	eements	
Loan D	etails			
	Linked Accounts Which linked loan would you like to add	?		* = Required
	Account Information	Loan Balance		Monthly Payment
	ACME Loan Servicing	\$40000.00		\$140.00
	Account/Customer Number * 123456789	Interest Rate * 5.250	%	Min. Monthly Payment Due Date *
6	Add your primary degree details and Education Program * Associate's Degree	i your graduation date bel Field of Study * Accounting	DW:	
	Completion Date *           Image: 05/15/2019           Who is your Education Provider? *			
Contin	Add Education Provider			

### Under Account Information,

enter the remaining details such as interest rate, monthly payments, and due date.



### **Education Details**

Home	Request History Advice & Tools			00⊕9
1 Loan Se	ervicer 2 Loan Details 3	Payments 4 Agreement	s	
Loan De	etails			
	Linked Accounts Which linked loan would you like to add xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	,		* = Required
	Account Information			
	Loan Servicer	Loan Balance		Monthly Payment
	ACME Loan Servicing	\$40000.00		\$140.00
	Account/Customer Number *	Interest Rate *		Min. Monthly Payment Due Date *
	123456789	5.250	%	11/24/2021
6	Add your primary degree details and Education Program * Associate's Degree	your graduation date below: Field of Study * Accounting	~	
Continu	OS/15/2019  Who is your Education Provider?*  Add Education Provider  Cancel			

Enter the **Education Program** and **Field of Study** for the loan you will setup for your benefit.

Additionally, provide the **completion date of your degree**.

Please refer to your policy for acceptable Education Programs, Field of Study, and Completion Dates.



### **Education Provider**

Home	Request History Advice & Tools			00⊕9
1 Loan S	ervicer 2 Loan Details 3	Payments <b>(</b> ) Agreement	ts	
Loan De	etails			
	Linked Accounts Which linked loan would you like to add	17		* = Required
	xxxx2334: \$40,000.00  Account Information			
$\bigcirc$	Loan Servicer	Loan Balance		Monthly Payment
	ACME Loan Servicing	\$40000.00		\$140.00
	Account/Customer Number *	Interest Rate *		Min. Monthly Payment Due Date *
	123456789	5.250	%	11/24/2021
6	Add your primary degree details an	d your graduation date below:		
	Associate's Degree 🗸	Accounting	~	
	Completion Date *			
	65/15/2019			
	Who is your Education Provider?*			
Continu	Cancel			

Select the Education Provider of your loan by clicking on Add Education Provider.



### **Review Loan Details**

Home	Request History Advice & Tools			00⊕€	
	Account Information				
9	Loan Servicer	Loan Balance		Monthly Payment	
	ACME Loan Servicing	\$40000.00		\$140.00	
	Account/Customer Number *	Interest Rate *		Min. Monthly Payment Due Date *	
	123456789	5.250	%	11/24/2021	
Ø	Add your primary degree details and	l your graduation date belov	v:		
	Education Program *	Field of Study *	~		
	Associate s begiete	Accounting	•		
	Completion Date *				
	Who is your Education Provider? * Name Boston College			( ✓ Edit )	
	Address Student Srvcs 140 Commonwealth Ave Lyons Hall 103 Chestnut Hill, MA 02467				
Continu	Cancel				

Review the details of your loan before you click **Continue.** 



### Loan Type and Address

me	Request History Advice &	Tools				9 U
Loan S	Servicer 🛛 Loan Detail	s 📵 Paym	ents 🙆 Agre	ements		
ymei	nts					
9	Loan Type				* = R	equired
_	Choose your loan type to displ your billing statement. *	ay the payment infor	mation we have on file f	or this loan servicer. Confi	rm the address we have m	atches
	O Private Student Loan					
	Federal Perkins Loan					
3	Confirm where your payn	nents are sent				
	Please Make a Selection *					
	Use Address On File Loan Aggregator Payee Test Address Loan Aggn Watertown, MA 02452	egator	The Payment Address fo iervicer is different from ihown here.	r my loan what is		
6	Supporting Documentati	on •		What docume	nt types are supported?	
2	According to Gilead policy you • Proof of Loan (a stateme • Billing Address (a statem • Proof of Graduation (a di	are required to uploo ent/screen shot that sl nent/screen shot that iploma, official transc	d the following docume nows your name, full acc shows the address to w ript, or certificate)	ntation: count number, and up-to- hich you should make you	late loan balance r checks payable	
	Required document formats a and in a format that can in no Number should not be display Credit Card Number) will not b Please select one Document	re pdf or jpg; png and way be altered. High ed. Documentation th se accepted. Type at a time. Only	word document format ly confidential information at is not legible or that h upload file(s) for that	s will not be accepted. Do on such as Social Security has been altered in any w Document Type before s	cuments provided must be Number (SSN) or Credit Co y (except the removal of S ubmitting.	legible ird SN or
	🔦 Drog and drop a f	ile here, or click to se	elect one from your con	nputer.		
	PROOF OF	Graduati	on Proof.png			÷
		PLETION	Uploaded	Status	Date Reviewed	
	GRADUATION/COM	Joseph Ad	osta 11/21/21	Pending	N/A	
	PROOF OF	Joseph Ar	osto 11/21/21	Pending	N/A	Ê

Under step 3 payments, select the **Loan Type** of your loan.

Additionally, verify the address of where the payments are sent.



### **Supporting Documents**



#### Supporting Documentation ·

What document types are supported? 🚍

According to Gilead policy you are required to upload the following documentation:

- · Proof of Loan (a statement/screen shot that shows your name, full account number, and up-to-date loan balance
- · Billing Address (a statement/screen shat that shows the address to which you should make your checks payable
- · Proof of Graduation (a diploma, official transcript, or certificate)

Required document formats are pdf or jpg; png and word document formats will not be accepted. Documents provided must be legible and in a format that can in no way be altered. Highly confidential information such as Social Security Number (SSN) or Credit Card Number should not be displayed. Documentation that is not legible or that has been altered in any way (except the removal of SSN or Credit Card Number) will not be accepted.

Please select one Document Type at a time. Only upload file(s) for that Document Type before submitting.

#### Normal Compares and the select one from your computer.

PROOF OF GRADUATION/COM	PLETION	Graduation Pr	roof.png	1					Û
		From Joseph Acosto		Uploaded 11/21/21		Status Pending		Date Reviewed N/A	
PROOF OF LOAN/PROOF OF	Loan Pr	oof.png							Û
LOAN PAYMENT	From		Upload	ed	Sto	tus	0	Oate Reviewed	
	Joseph A	Acosta	11/21/2	21	Per	nding	1	1/A	

You will need to provide supporting documents such as a copy of your diploma and proof of loan.

Click on **Select File** to upload your documents when ready.



### Contributions

1		
1		1
U	=	1

Would you like to start contributing to this loan now

Select **Monthly Recurring** as your Request Frequency to enable auto generated monthly payment requests if you have integrated with loan servicer.

If you select One Time as your Request Frequency, you must log in and submit a new payment request each month.

Please Make a Selection *

🔵 Yes

No, save this loan for later

	Request Frequency *			Requ	est Amount *	
		Select 🗸		\$	Example: 100.00	
		Monthly Recurring	_			
Continu	e	One Time				

You will have the option to select whether you would like to have your contributions added to your loan or save it.

If you select to start contributions, select if this will be a **Monthly Recurring** request or if you are requesting a **One Time** benefit request.

For this step, click **Monthly Recurring** 



### Contribution

1		
1		I١.
V	=-	V

Would you	like to start	contributing	to this	loan now?
-----------	---------------	--------------	---------	-----------

Select **Monthly Recurring** as your Request Frequency to enable auto generated monthly payment requests if you have integrated with loan servicer.

If you select One Time as your Request Frequency, you must log in and submit a new payment request each month.

Please Make a Selection *

ι.		
J	Ye	s

No, save this loan for later

Request Frequency *		Request Amount *
	Select 🗸	\$ Example: 100.00
	Monthly Recurring	
Continue	One Time	

Additionally, enter the **Request Amount**.

Please refer to your policy for your monthly limits.



### **Review Your Loan**

1		
1		1
U	=	)

Cor

If you select <b>One Time</b> as your Rea	quest Frequency, you must log in and submit a new payment request each m
Please Make a Selection *	
Yes	No, save this loan for later
Request Frequency *	Request Amount *
Monthly Recurring	<ul> <li>✓ \$ Example: 100.00</li> </ul>

Review your payment request and loan details.

When ready, click **Continue**.





Under the **Agreements** step, read the agreement. Select **I agree** and proceed to enter your name exactly as it appears.

When ready, click **Continue**.





You have now completed your new recurring loan request setup and have been activated.



### **Loan Servicer**

Home Request History Advi	ce & Tools					
Manage your Student Loan Benefit						
Good Afternoon, here's your current active loan						
Repayment Type Direct To Servicer	ACME Loan Servicing (XXXXX212 Student Loan Repayment Program	Frequency Monthly Recurring	Est. Balance <b>\$40,000.00</b>			
Mar Requests \$100.00	Status ACTIVE		(			
	Status	Request #	Benefit Month	Requested		
	REQUEST IN REVIEW	8306560 >	Mar 2022	\$100.00		

On the Home page, you will also see your **new active loan** on the dashboard.

Your loan has two sections. The top portion of your loan is your loan information.



#### Loan Servicer Request History Advice & Tools Home Manage your Student Loan Benefit Good Afternoon, here's your current active loan Repayment Type ACME Loan Servicing (XXXXX2121) Frequency Est. Balance **Direct To Servicer** Monthly \$40,000,00 Student Loan Repayment Program Recurring Mar Requests Status Actions \$100.00 ACTIVE Requested Status Request # Benefit Month REQUEST IN REVIEW 8306560 > Mar 2022 \$100.00

The second part of your loan will display a **Request #** along with the **month** the benefit was applied.

For recurring loan support requests, you will see a new **Request #** each **month** along with the new benefit month.

If you need to make changes without deleting your loan, click on the Request # at any time.





# **Updating a Loan**

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### **Delete Loan**



At anytime, you will have various options available to updated your loan.

Under Actions, you can only delete a loan if you do not have a request associated with it.



### **Get Updated Loan Data**



Occasionally, you may need to request updated information from your loan servicer. To update your loan details, go to Actions and select Get Updated Loan Data.



## **Stop Paying This Loan**



If you would like to stop or inactivate the loan completely, select **Stop Paying This Loan** under **Actions**. Provide the reason for stopping this loan and submit your request.

The loan will be moved to Other Student Loans section of the Home page.



### **Stop Recurring Requests**



### Stop Recurring Requests under Actions allows you to change your monthly recurring payment request to a one-time payment request.



## **Start Paying This Loan**



All of your inactive loans will be found under **Other Student Loans** on the **Home page.** 

You will be able to activate a loan again if you do not have any current active loans.

Click on **Start Paying This Loan** to make the loan your active loan.



### **Complete Your Loan**

Other Student Loans	
ACME Loan Servicing (XX2225) > Student Loan Repayment Program	Est. Balance <b>\$40,000.00</b>
Status SAVED — NOT SUBMITTED	Actions
+ Add Another Loan	Delete
	Your Loan Is Not Complete. Continue Adding Loan.

If you have a saved loan under **Other Student Loans** on the **Home page**, you can continue setting up your loan at any time.

Click on **Actions** and select Your Loan Is Not Complete. Continue Adding Loan and follow the steps to add your loan.



Thank you for joining our webinar segment today. We look forward to supporting your education journey! To begin visit the Jackson Health benefit information page located at jacksonbenefits.org

HR-Benefits@jhsmiami.org for any questions you may have regarding your benefits.

