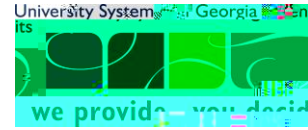


Direct Debit Instructions For Retirees



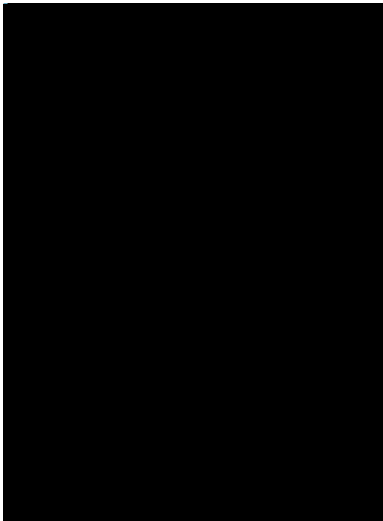
INTRODUCTION

USG policy requires that all retirees pay premiums by direct debit for USG Benefits (retiree dental, vision, life insurance, or pre-65 healthcare coverage).

STEPS

Step 1: Go to <http://connect-benefits.usg.edu>

Step 2: Under Manage My Benefits, select USG Retirees and COBRA participants.



Step 3: Click Are you a new user? link.

Log On [Help](#)

User ID

Password¹

Remember my User ID

Log On

Forgot User ID or Password?

Are you a new user?

Privacy Statement | Contact Us

Step 4: Enter your Personal Identification to establish secure access, click Continue.

Step 5: Enter your Zip Code (10104) - 20019 (cou 90.024 I q



Step 11: Click Add Financial Institution.

Step 12: Make sure to have your banking information available and fill E6(ag)-7(e)



Step 13: It will ask you to verify and save again. Once complete, you will see the following message.



This completes the steps for setting up your Direct Debit. Remember **Log Off** (upper right corner) when you are done.

