## Direct Debit Instructions For Retirees



## INTRODUCTION

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



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## STEPS

Step 1: Go to <a href="http://connect-benefits.usg.edu">http://connect-benefits.usg.edu</a>

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



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

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Password <sup>1</sup>		
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Step 4: Enter your Personal Identification to establish secure access, click Continue.



OneUSG Connect - Benefits

BenefitsAdministration Job Aid Direct Debit Instructions for Retiree

Step 11: Click Add Financial Institution.

Step 12: Make sure to have yourbanking information available and fil E6(ag)-7(e



Page 5

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

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



