

# Group Risk: Universal Education Protector (UEP)



The death of a parent can have a considerable financial impact on the ability of the surviving parent or legal guardian to pay for a child's education and other expenses.

The Universal Education Protector (UEP) insurance assists with the education expenses the employee was responsible for at date of death and would have become responsible for in the future, for all the deceased employee's eligible children.

## Features and advantages

The UEP is designed to fund the actual educational fees charged by the institutions attended by the children at the time of an employee's death. Sanlam Corporate: Group Risk has partnered with Sanlam Trust, a leading trust company in South Africa. Sanlam Trust offers expert management of estates and trusts, as well as a one-stop service to eliminate payment delays. In addition to administering the UEP benefit payments, Sanlam Guardian Trust will provide the following value-adding services

### ① One-stop service & security

Providing employees with greater peace of mind, an expert service provider assist with the payment of children's annual education costs timeously, directly to the educational institution.

Once the initial claim has been processed, guardians are able to contact the call centre to arrange for payment of education fees or any related queries.

### ② Countrywide access to Sanlam Trust

Access to Sanlam's Fiduciary Services via any Sanlam office and Client Walk-in Centres, providing the facility to fax, send e-mails or call the provider directly when wanting to submit a UEP claim or supporting documents.

### ③ Beneficiary ID-cards

A card, with a unique trust number per beneficiary, will be issued with the relevant contact information, ensuring guardians know who to contact for claims submission.

### ④ Dial-a-Teacher

School-going learners can get telephonic assistance with homework or projects, in their home language.

Should there be any inconsistencies between this document and the policy, the policy will prevail.



## About the benefit

The UEP insurance is a supplementary benefit to the following insurance:

- ④ Life insurance
- ④ Flexible Life insurance

The benefits need to be claimed for each year of education as and when costs are incurred for that year.

This means, in addition to any other group life insurance, the UEP insurance assists in paying for the education of the principal employee's eligible children should he or she pass away.

It may be claimed for certain expenses incurred in respect of children's school education, as well as a tertiary degree or recognised trade diploma/certificate.

### The cost of the children's education is paid in addition to the Life/Flexible Life insurance

The UEP insurance is not intended as a bursary or a trust fund. In the event of death of the employee, the actual tuition fees relating to the eligible children's education:

- ④ is paid directly to the children's education institution (subject to certain terms & conditions as set out in the policy), and
- ④ is claimed for each year of education at the start of each year.

### Term of education

The term of education is limited to the earlier of the attainment of a first undergraduate degree/trade diploma or certificate, or the end of the year in which the child turns 23 years, on the condition that years of education must run consecutively without interruption. This means UEP payments will not be made if a child:

- ④ does not attend an education facility for any reason whatsoever; or
- ④ takes a 'gap' year.

If there is a break in education, the insurance ceases completely and no further benefit will be payable, even if the child again attends an educational institution.

The fee(s) that can be claimed per year:

### Education fees

The actual tuition fees payable to an educational institution (subject to the benefit maximum per annum, and terms & conditions as set out in the policy).

Benefit Maximums for Education Fees 2021:

Education Institution	Maximum amount per child (per annum)	Maximum period a benefit is payable
<b>Pre-school</b> (Grade 0/R)	R45 000	1 year
<b>Primary school</b> (Grade 1 - 7)	R88 000	7 years
<b>High/Secondary school</b> (Grade 8 - 12)	R100 000	5 years
<b>Tertiary educations</b>	<b>South African Educational Institution:</b> R66 000 <b>Foreign Educational Institution:</b> The Rand equivalent of \$66 000	Duration of a first degree or first trade diploma or first certificate or similar qualification granted by an educational institution

*(The maximums apply to the tuition fees only and are reviewed annually.)*

Each year new, as well as existing, UEP claimants will qualify for educational fee payments up to the latest maximums applicable, from the 1st of January, at that time according to the policy terms and conditions. This means that the date of death, or the initial start date of the UEP payments, does not necessarily determine the maximum payable in any specific year of education.

**In addition, if UEP insurance paid for the tuition fees:**

### A book allowance

The actual fees incurred for books prescribed by an educational institution, up to a maximum of 10% of the actual education fees paid (after applying the maximums above if applicable).

**Please note** - Only text books are covered and Sanlam will require a breakdown of the books prescribed per annum.

### University residence allowance

The actual fees for university residence, including residence fees for a university of technology (technikon), up to a maximum allowance of 30% of the actual tuition fees paid (after applying the maximums above if applicable).

**Please note** - This allowance is only payable for children attending a recognised university or technikon. All other institutions such as boarding schools and colleges are excluded.



**The UEP insurance does not cater for fees other than the annual tuition fees, prescribed book fees, and university residence allowance. This means, for example, extracurricular activities (e.g. sports, music, and gym clubs), clothing (school or sports), electronic devices and after care fees are not covered.**



## Eligible children

The UEP insurance can only be claimed at the date of death of the employee for each of the employee's eligible children, and each year tuition fees must be claimed against each qualifying child's record.

**\* There is no restriction or maximum to the number of qualifying children that can benefit from UEP insurance. Based on the information provided (via the employer) at the time of the employee's death, Sanlam creates a record for each qualifying child identified.**

An eligible child, identified at the death of an employee and not yet age 24, includes:

- ④ a biological child born to the employee; this includes a posthumous/unborn child (i.e. born after the date of the employee's death); or
- ④ a legally adopted child of the employee (i.e. the adoption, or date of application for adoption, must be before the date of death of the employee); or
- ④ a step child of the employee, validated by legal marriage of the employee (i.e. excludes a life partner's child/ren).
- ④ a child 18 years or older, if the child was registered or attending a tertiary institution at the date of death of the main employee.

### UEP benefit cessation

Benefits in respect of an eligible child will automatically cease on the earlier of:

- ④ his/her successful completion of the course for a first degree or a trade diploma or certificate or similar qualification at an educational institution;
- ④ a change of his/her course of tertiary education;
- ④ the end of the year in which he/she turns 23;
- ④ his/her death;
- ④ his/her education being interrupted, i.e. break in education.



### Eligible children that are not of school going age:

For children who are too young for schooling at the time of the employee's death:

- ④ The child's education will be deemed to commence at the education year preceding Grade 1, i.e. Grade R, or Grade 0 (in respect of private schools).
- ④ The level of education will be considered
  - based on the deceased employee's intention when he/she was still alive (i.e. based on proof of application/registration); or
  - the same as any sibling already registered at, or attending, an educational institution;

Should the surviving parent or legal guardian apply their own discretion to change the current education institution, the UEP payments will be subject to the benefit maximums applicable.

- ④ A child that is not yet attending an educational institution, at the time of death of the employee, will qualify to attend a private institution only if,
  - at the time of death, the child was registered at a private institution; or
  - had a sibling that attended, or is attending, a private school.

**\* For eligible children that are not of school going age yet, a record will be created at the time of the employee's death. As soon as the child is registered at an educational institution, the necessary documentation can be submitted.**



## Educational institution

Educational institutions include:

- ④ All recognised **registered South African schools**; and
- ④ All recognised **universities**, as well as universities of technology (technikons) and recognised institutions providing for a trade (such as plumbing and electrical).

### International institutions

Certain approved foreign universities are also included, if the child gains enrolment at a university on the list. The list of approved foreign universities, which may be altered from time to time, are:

#### UK

- ④ Cambridge University (UK),
- ④ Oxford University (UK)

#### USA

- ④ Brown University (USA),
- ④ California Institute of Technology (USA),
- ④ Columbia University (USA),
- ④ Cornell University (USA),
- ④ Dartmouth College (USA),
- ④ Duke University (USA),
- ④ Harvard University (USA),
- ④ John Hopkins University (USA),
- ④ Massachusetts Institute of Technology (USA),
- ④ Northwestern University (USA),
- ④ Princeton University (USA),
- ④ Rice University (USA),
- ④ Stanford University (USA),
- ④ University of Chicago (USA),
- ④ University of Pennsylvania (USA),
- ④ Washington University in St Louis (USA),
- ④ Yale University (USA).

As the list is reviewed on a regular basis, any foreign university not on the list can be verified with Sanlam, once a child is accepted, to confirm the possibility of a valid claim.

### Not passing a year

- ④ If an eligible child fails to pass any particular grade of **school education**, no benefit is payable for him/her to repeat that grade. Benefits will become available again only if and when he/she progresses to the successive year of education.
- ④ If an eligible child fails to pass any year of **tertiary education**, no benefit is payable for him/her to repeat that year of tertiary education.
  - UEP payments will become payable again only if and when he/she progresses to the successive year of education.
  - No benefits will be paid for subjects that have to be repeated nor for other subjects taken in the place of subjects which have been failed nor in respect of annual registration fees for years that have to be repeated.

### Regarding tertiary studies

#### ? Are Bridging Courses covered?

No, the UEP insurance does not make provision for a child to do a bridging course.

#### ? Will UEP insurance pay for a child who studies through UNISA?

Yes, educational institution means a South African public or private school registered in terms of applicable legislation. All recognised South African schools and universities are included in this insurance, as well as universities of technology (technikons) and recognised institutions providing for a trade (such as plumbing and electrical).

#### ? If a child changes his/her course of tertiary education, will the new course fees be covered?

No. If a child decides to change his/her course of tertiary education after Sanlam has already made payment in respect of a specific (the initial) course, the fees in respect of the new course will not be considered.

#### ? If a subject is taken in the place of a failed subject in terms of tertiary education, will the new subject/s be covered?

No failed subjects, or subjects taken in the place of failed subjects, will be covered. Example, if a child is in his/her second year, only second year subjects will be covered.

#### ? If the child is younger than 23 years of age, is a post-graduate degree covered?

No, the insurance ceases at his/her successful completion of the course for a first degree or a trade diploma or certificate or similar qualification at an educational Institution subject to the provisions of the policy.



## Changing educational institutions

The intention of the UEP insurance is to ensure that the level of education that applied before the death of the employee should continue for his/her child/ren after his/her death at the same level.

### ④ Fees in respect of tuition will be paid in accordance with the school fees paid whilst the employee was alive.

It is the assumption that if a child attends (or did attend) a primary school with 'no fees' (i.e. a non-fee paying school), the child will most likely also continue his/her schooling at a high/secondary school in the same area with no fees applicable, e.g. rural area. However, a child that is living in a rural community, at the time of death of the employee, will qualify to attend an educational institution in an urban area if, at the time of death, the child was registered at a public/mainstream institution or had a sibling that attended, or is attending, a public/mainstream school.

Also, if there are no high/secondary schools available in the area, Sanlam will consider the fees equivalent to fee-charging secondary public/mainstream schools in the proximity of that area.

### ④ Certain limits may be applied when a child moves between different learning institutions.

If a child moves from one educational institute to another, following the death of the employee, only fees in line with that of the previous institution will be considered.

This means that, should a child be moved from a public to a private school following the employee's death, then the fees in respect of a private school will only be covered in line with the fees of the school the child attended whilst the employee was alive; i.e. a reduced amount may be payable towards the new institution and the balance will be for the surviving parent/guardian's own expense.

This includes moving from primary school to a high/secondary school where Sanlam will limit the fees to a 50% increase of the last year of primary school (i.e. Gr. 7).

### ④ UEP insurance does not cover any additional cost of a new facility/institution, that may be in excess of the current facility/institution's fees.

If a child changes educational institutions, before or after one or more UEP payments have been claimed, Sanlam may limit the UEP available after the change, to the same amount that was payable at the institution the child was attending before the change.

## Administrative requirements

- ④ The UEP insurance is selected for the **scheme as a whole**. The insurance is provided for by way of an unapproved policy and the pricing for this is based on the assumption that all employees pay for this insurance, whether they have children, intend to have or not, at inception.
- ④ It can only be underwritten by Sanlam for the same duration that the approved or unapproved Life/Flexible Life insurance is underwritten by Sanlam. However, once a death claim has been admitted and the qualifying children for the UEP payments has been identified, Sanlam will continue to pay the education fees for the children in future years, even if the scheme has terminated with Sanlam.
- ④ Benefits can only be claimed after the death claim has been admitted by Sanlam. This means that UEP payments are made only if and when a valid claim for each eligible child has been submitted to Sanlam and subsequently admitted by Sanlam, and after the death benefit was processed and paid.
- ④ No benefit is payable in the event of the employee becoming disabled.

## Are there any exclusions?

- ④ The UEP insurance does not cater for fees other than the annual tuition fees, prescribed book fees, or university residence allowance.
- ④ Home schooling is specifically excluded from UEP payment.
- ④ If the parent/guardian has already made payment of fees (levied by an educational institution), Sanlam only pays for outstanding fees incurred after the death of the insured and that have not yet been paid, i.e. overdue fees or fees paid in advance will not be paid/refunded.
- ④ Should both parents (of an eligible child) be employees of a group scheme, insured by Sanlam that provides UEP insurance, and both parents pass away simultaneously, the payment is not directly influenced by this event, i.e. no additional (double) payments will be made in excess of the actual cost of a child's education.



## How to claim for a UEP benefit – initial claim

A valid claim refers to educational expenses actually incurred, for which substantiating documentation (e.g. proof of relation, proof of enrolment, proof of actual fees payable and the previous year's educational results) has been provided to Sanlam.

### Notification period

In terms of the policy, Sanlam must be notified of any potential claims (even if the claim documentation is not received as yet) within 6 months from the date of the employee's death. This notification should include the employee's details i.e. name, surname, date of birth and the last date of active service.

### One-stop service

A Beneficiary card, with a unique trust number per beneficiary, will be issued with the relevant contact information, enabling guardians to submit documents directly.

For any related queries or to submit a claim, guardians will also be able to:

- ① contact the call centre on the toll-free number 0800 212 382; or
- ② visit Sanlam's Fiduciary Services at any Sanlam office or Client Walk-in centre, providing them with the ability to fax, e-mail or make a phone call directly.

### Dial-a-Teacher

Learners, between the ages of 9 and 18 have access to qualified teachers/tutors that can provide assistance with homework, school projects, career guidance and exam guidance in their home language:

- ① call the toll-free number on 0800 487 878; or
- ② send an e-mail to [personalassistant@sanlamreality.co.za](mailto:personalassistant@sanlamreality.co.za).

Operating hours are Monday to Thursday from 18:00 – 21:00.

### What claim documents are required?

Please submit the following to Sanlam at [sgrdeathclaims@sanlam.co.za](mailto:sgrdeathclaims@sanlam.co.za):

#### Please complete one form per qualifying child

- Completed and signed Universal Education Protector Claim form;
- A certified copy of the birth certificate of each eligible child;
- A certified copy of the surviving parent/guardian's ID document;
- An affidavit by the surviving parent/guardian, confirming the child's exact relationship (e.g. biological, step or adopted) to the deceased employee;

*Please include all person's full names and ID numbers and state the child's relation to the deceased.*

In addition:

- If an eligible child has a different surname to the deceased, please supply a certified copy of the birth certificate indicating the name of the parents;
- If an eligible child is adopted, please supply a certified copy of the adoption certificate.

#### Required from the educational institution (annually)

- Results in respect of the previous year, i.e. a certified copy of a school report or exam results of each eligible child that has been registered at an educational institution.
- Confirmation of which educational institution the child attended whilst the employee was still alive (if different from the institution for which invoice was received);
- Proof that the child has been/is registered at the relevant educational institution;
- Proof that the relevant educational institution is registered in terms of applicable legislation (registered with the Department of Education);
- Confirmation of fees paid in respect of previous year (if the child changed educational institutions);
- Confirmation/proof of educational institution's banking details in the form of a cancelled cheque, or a bank statement to verify the bank account details of the educational institution/University residence; and
- An original invoice (that includes the amounts due and any amounts already paid), as well as a payment instruction:
  - from the recognised educational institution where an eligible child has been registered;
  - from the University residence where an eligible child has been registered (if applicable);
  - from the bookseller where the educational books have been purchased, with a breakdown of the books (only text books are covered, not writing/stationary books)