TO: All Benefits-Eligible Employees  
FR: Jack Burke, Benefits Director  

RE: New Group Legal Plan – MetLaw  

We are pleased to introduce a new program called MetLaw, a pre-paid group legal plan also known as Hyatt Legal Plans, a MetLife company. Through this plan, participating employees will have access to qualified attorneys when assistance is needed for purchasing a home or property, drafting a will, dealing with elder care or debt issues, or for any number of other matters. With MetLaw, once enrolled you may use the plan for covered services as often as you need during the year using one of the Plan’s attorneys, or even using a non-Plan attorney.

The cost of the coverage is $18.00 a month, a group rate paid through convenient payroll deductions (weekly-paid employees see below*). Employees must enroll in the plan from May 11 to May 29 only – with coverage effective July 1, 2015. Normally, there is a one-year commitment for participation, but this initial enrollment commitment is for six months, July through December 2015, because we are going to transition to a calendar year enrollment period beginning next January 1. (You will need to re-enroll for 2016 in the fall.)

For more information about the MetLaw plan – particularly the many legal matters it covers – go to the Human Resources home page at www.bc.edu/hr and click on the ‘Annual Enrollment’ link under “News.” Please review the materials. Also, two Open Information Sessions will be held with MetLaw representatives on hand:

**Thursday, May 14 and Wednesday, May 20 from 4:00 to 5:30 p.m. in Café 129, on the third floor in the 129 Lake Street building**

To enroll in the plan go to http://www.grouplegalplanoffer.com/bostoncollege. You’ll need to provide your name, address, Social Security number and Eagle ID. [SS# will only be used as an internal identifier; it will not appear on any report nor be used in any interface between MetLaw and Boston College.] For questions you may call MetLife at 1-800-438-6388 or email benefits@bc.edu.

*Important: For employees on the weekly payroll, the full $18.00 will be deducted from the first week’s check each month, because MetLaw cannot accept partial amounts - e.g., in case a deduction is missed during a month.*