



ELIGIBILITY

Full time team members regularly scheduled to work at least 30 hours per week.

The Dependent Verification Center (DVS) will conduct an audit of all enrolled dependents. Letters will be sent to team members after enrollment has been completed. Team members will have 45 days to provide the required documentation to DVS to certify dependent's eligibility to participate in the Mr. Cooper benefit plans. If documentation is not provided, unverified dependents will be dropped from the Mr. Cooper benefits plans retroactive to the coverage effective date.

WHO ELIGIBLE DEPENDENTS	WHAT DEPENDENT DOCUMENTS NEEDED
SPOUSES	For all, two documents that document BOTH:
	<ul style="list-style-type: none"> • Legal relationship (ex: marriage certificate)* • AND Federal tax return or a proof of joint ownership
SPOUSES INCLUDE:	
<ul style="list-style-type: none"> • Same or opposite sex 	<ul style="list-style-type: none"> • Marriage certificate*
<ul style="list-style-type: none"> • Common-law spouses in states that recognize common-law marriages 	<ul style="list-style-type: none"> • Affidavit
<ul style="list-style-type: none"> • Your domestic partner of same or opposite sex 	<ul style="list-style-type: none"> • Affidavit
CHILDREN	
Up to age 26, regardless of student status	
CHILDREN INCLUDE:	
<ul style="list-style-type: none"> • Natural child 	<ul style="list-style-type: none"> • Birth Certificate* (including parents' names)
<ul style="list-style-type: none"> • Stepchild 	<ul style="list-style-type: none"> • Birth Certificate* (including parents' names)
<ul style="list-style-type: none"> • Legally-adopted child 	<ul style="list-style-type: none"> • Adoption Certificate with DOB or Adoption Placement Agreement or Petition for Adoption (all-including DOB)
<ul style="list-style-type: none"> • Child for whom legal guardianship has been awarded 	<ul style="list-style-type: none"> • Birth Certificate* and court ordered legal custody
<ul style="list-style-type: none"> • Grandchild who is your dependent for income tax purposes 	<ul style="list-style-type: none"> • Birth Certificate* and court ordered legal custody
<ul style="list-style-type: none"> • Foster child 	<ul style="list-style-type: none"> • Birth Certificate and Foster Care Letter of Placement
<ul style="list-style-type: none"> • Any unmarried dependent child of any age who is medically certified as disabled and dependent upon you 	<ul style="list-style-type: none"> • Birth Certificate and Foster Care Letter of Placement
* Government Issued	
** Please note, spouse documents to confirm relationship must also be provided.	