



CHAPTER 2	SECTION NO.
College Personnel – Personnel General	2.13.07-1
REFERENCE	<i>Adopted: September 13, 2011</i>
2.13.07-1 Domestic Partnership	<i>Reviewed: September 13, 2011</i>
	<i>Revised:</i>

Kishwaukee College extends recognition of any domestic partnership meeting the College's eligibility criteria. Any benefits made available to spouses are also available to eligible domestic partners of Kishwaukee College employees. Employees who wish to be considered for use of the Domestic Partner Benefit Program must complete the "Affidavit of Domestic Partnership" and the "Domestic Partner Tax Dependent Verification Form" and submit them to Human Resources. The Affidavit and the information obtained will be kept confidential insofar as the law allows.

The College's Human Resources Department must be notified of any change in domestic partner status. An individual's status as an employee's domestic partner will terminate upon receipt by Human Resources of the "Statement of Termination of Domestic Partnership". The Statement of Termination of Domestic Partnership must be provided within thirty (30) days of the date that eligibility ceases to be satisfied. Following the termination of a domestic partnership, a six-month period must elapse before an employee is eligible to designate a new domestic partner for benefit coverage.