



Wisconsin Compensation Rating Bureau

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## CIRCULAR LETTER 3098—JANUARY 7, 2013

TO: Members of the Bureau

FROM: Donna Knepper

RE: WI Work Study Program

Pursuant to ch. 626, Wis. Stat., the Office of the Commissioner of Insurance has approved the Governing Board's recommended changes to the current WI Work Study Program. The current program applies to high school students engaged in work training, work experience or work study programs. The WI Work Study Program is extended to post-secondary schools. The current premium charge for the Wisconsin Work-Study Coverage Endorsement has also been revised.

The following changes are effective 10-1-13, applicable to new and renewal business:

- Revised [Wisconsin Work-Study Coverage Endorsement](#) (see wcrb.org, Forms, Standard Endorsements, WC 48 03 02 A)
- Work Study Endorsement Charge—The charge for the work study endorsement is currently \$0.50 per student per week. This charge creates policy auditing issues, as the list of students can change periodically. The per student charge is eliminated and a flat endorsement charge is applied. The charge for the endorsement is \$350 for secondary schools and \$1,000 for post-secondary schools. Code 9428—Work Study Coverage—Secondary Schools or code 9447—Work Study Coverage—Post Secondary Schools must be added to the policy.
- Create Wisconsin Basic Manual Rule V. F.

### F. WORK STUDY PROGRAM

An educational institution may elect to have students enrolled in a work training, work experience, or work study program deemed to be an employee of the educational institution. The policy may be endorsed to add coverage, provided the student is not on the payroll of the employer providing the training or work experience and the student is not otherwise receiving compensation on which an insurance carrier could assess a workers' compensation premium. If this endorsement is provided for a secondary educational institution, code 9428—Work Study Coverage—Secondary Schools must be added to the policy. If this endorsement is provided for a post-secondary educational institution, code 9447—Work Study Coverage—Post Secondary Schools must be added to the policy. To provide this coverage, the carrier must attach endorsement WC 48 03 02A Wisconsin Work Study Coverage Endorsement; associated premium and losses must be reported under codes 9428 or 9447.

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- The endorsement charges will be reviewed with the annual rate revision.
- Revisions to the Wisconsin Statistical Plan Manual are being prepared for filing and will be released under separate circular letter.