

FSU Nurse Anesthesia Program – Panama City

Instructions for Purchasing FSU's Annual Student Health Insurance

1. Students wishing to purchase the annual student health insurance plan administered by United HealthCare Student Resources will notify FSU Panama City Office of Student Affairs in writing by using the attached *Request to Purchase Student Health Insurance* and the *Student Health Insurance Disclaimer*.
2. FSU Panama City's Office of Student Affairs will prepare a spreadsheet with the following information: student name, date of birth, gender, EMPLID, e-mail address, and local mailing address. If the student wishes to insure any dependents, the following information will be required in addition to the information on the student: name, gender, date of birth, social security number, and relationship to insured student.
3. The spreadsheet will be delivered to Health Compliance no later than August 1 each year; therefore, your request must be given to the Office of Student Affairs no later than **July 25** each year of your enrollment.
4. Health Compliance will manually purchase the requested annual coverage and any requested dependent coverage for each student listed on the spreadsheet.
5. Students losing other coverage during the academic year through a life change event can add the FSU student health insurance plan on a prorated basis following the carrier's guidelines for prorating coverage.
6. Once a student has been covered by the plan for the first 31 days of the term for which coverage was purchased, the student has met the eligibility requirement to retain that coverage, even if the student does not remain enrolled. Any outstanding premium will still be due and the plan will term at the end of the coverage year.
7. Dental and vision discounts are a part of the student health plan's value added benefits. After insured receives notification from the carrier to set up his/her MyAccount and subsequently receives an e-mail from the carrier to get the insurance card, he/she may also go through MyAccount to add this discount plan. Insured may call the carrier at 800-767-0700 for assistance.

Attachments:

FSU PC NAP Request to Purchase Stu Health Ins
FSU PC NAP Stu Health Ins Disclaimer