



# School of the Art Institute of Chicago (SAIC) 2016-2017 Student Health Insurance Plan

## Register for the Christie Student Health Portal

### Why Register?

- View/Download your ID Card
- View your medical claims
- Review plan benefit information
- Live chat with a Christie Customer Care Representative

### Step 1: Find Your School

- Visit [saic.myahpcare.com](http://saic.myahpcare.com)
- Click "Register to Get ID Card"
- Click "Continue to the Student Portal"

### Step 2: Welcome Page

- Select "First-Time Users: Register now"

### Step 3: Registration

- Enter your information
- Create your own User ID and password
- You will have successfully registered if you receive a confirmation screen.

**Welcome**

**Sign In**

Registered users sign in using your user ID and password.

User ID:

Password:

[Sign In](#)

[Forgot your password?](#)

[Forgot your user ID?](#)

**First-Time Users**

[Register Now](#)

**Registration**

**New Member Registration**

As a registered member, you will be able to view:

- ID Cards
- Benefit Information
- Claim History and Status
- Other Policy Information

Enter your information in the form below and then click the **Register** button.

\* Indicates required information

\* I am: ☐ The student  
The student's spouse, domestic partner or child

**Personal**

\* First Name:

\* Last Name:

\* Date of Birth:  (MM/DD/YYYY)

\* Student ID:

**User ID & Password**

\* User ID:

User ID must be a minimum of 8 characters and include at least one letter and any of the following (e.g., \_). Example: John-Smith-01

\* Password:

Password must be a minimum of 8 characters and include upper and lowercase letters, and at least 1 number.

\* Confirm Password:

**Password Recovery Questions**

You will need to select and answer a minimum of 4 security questions. The questions will be randomly displayed in the event you forget

Security Question	Answer
* 1: Select...	<input type="text"/>
* 2: Select...	<input type="text"/>
* 3: Select...	<input type="text"/>
* 4: Select...	<input type="text"/>

[Cancel](#) [Register](#)

## Access Your ID Card in the Christie Student Health Portal

Once you've registered by creating a user ID and password, click "back to home" and login to your account using the login credentials you just created.

I want to...

**Access Electronic ID Card  
(View, Download or Print)**

### Step 2: Manage Members

- Under manage members, click "View ID Card"



**Step 3:** View your electronic ID card as a PDF. You may also print or download your card.

**Order a Plastic ID Card**

### Step 2: Manage Members

- Under manage members, click "Order ID Cards"



**Step 3:** Select the plan(s) for which you need an ID card (Select "Annual Student"). Press "Continue".

**Step 4:** Review the order summary.

**Step 5:** Click "finish". Your Order ID Card Transaction Confirmation will appear with your Transaction Reference Number.

Note: If you need to use your ID card immediately, you may click "Print Temporary Cards" to print a temporary version of your ID card for use.

**Questions on how to access your ID card?**

**Call one of our Christie Customer Care Representatives at  
(844) 744-9231**