

## Enrollment or Drop by Qualifying Event

**This form must accompany the Academic HealthPlans Enrollment Form if adding coverage**

Please select a box:

Adding domestic coverage

Dropping coverage

<b>Student Name</b>	First Middle Initial Last	<b>Social Security Number</b>	— —
<b>School Name</b>			

**LIST DEPENDENTS TO BE INSURED OR DROPPED BELOW**

Dependent	First Name	MI	Last Name	Date of Birth (MM/DD/YYYY)	Gender (M/F)	Social Security Number (if applicable)
Spouse				/ /		— —
Child 1				/ /		— —
Child 2				/ /		— —
Child 3				/ /		— —

**QUALIFYING EVENT INFORMATION AND REQUIRED DOCUMENTATION**

Identify the qualifying event which caused the loss or addition of other medical coverage for you and your eligible dependents. You must submit the appropriate required documentation, proof of prior or current coverage, and this completed form. **Application for enrollment or disenrollment must be submitted within 31 days in which the qualifying event occurred. Improper documentation will result in a delay of addition or drop of coverage.**

**QUALIFYING EVENT DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

QUALIFYING EVENT TO ADD	DOCUMENTATION REQUIRED
<p><b>Please check the box below that is applicable to your situation.</b>  <b>A box MUST be checked and the appropriate required documentation MUST accompany this form to add.</b></p>	<p><b>Proper documentation is required for any reason listed.</b></p>
<input type="checkbox"/> Loss of eligibility (does not include loss due to failure to pay premiums or termination of coverage for cause) Cause of Loss: _____	Written documentation from the insurance company providing the names of the covered participants, date coverage ends and the reason for loss of eligibility
<input type="checkbox"/> Acquired a new dependent — <b>spouse by marriage or arriving from another country</b> (and adding other previously eligible dependents)	Copy of marriage certificate and/or travel documentation required
<input type="checkbox"/> Acquired a new dependent — <b>newborn, adopted child, child arriving from another country</b> (and adding other previously eligible dependents)	Copy of birth certificate for newborn or proof of birth; or proper visa documentation for child(ren) arriving from another country

QUALIFYING EVENT TO DROP	DOCUMENTATION REQUIRED
<p><b>Please check the box below that is applicable to your situation.</b>  <b>A box MUST be checked and the appropriate required documentation MUST accompany this form to drop.</b></p>	<p><b>Proper documentation is required for any reason listed.</b></p>
<input type="checkbox"/> Acquired eligibility of another plan: Cause of acquisition: _____	Proof of other coverage: Should include coverage effective date and the name should match the name listed above. Who is dropping coverage: <input type="checkbox"/> Student <input type="checkbox"/> Dependent
<input type="checkbox"/> Loss of a dependent - Divorce, Annulment, Death.	Legal documentation required.
<input type="checkbox"/> Loss of a dependent - Leaving the US.	Travel documentation required.

**\*\*If you are dropping your medical insurance plan, there is no need to fill out the subsequent pages.** A credit of the premium paid, for coverage after the termination date will be made to your bank account or to the card on file. Coverage will be terminated as of the last day of the month in which the Qualifying Event occurred.

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

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(PLEASE PRINT CLEARLY or TYPE)

STUDENT INFORMATION									
Student Name		First		Middle Initial			Last		
Local & ID Card Mailing Address		Street or P.O.Box			City			State	Zip Code
Permanent Address		Street or P.O.Box			City			State	Zip Code
Email		(A confirmation email will be sent upon enrollment)					Phone/Cell Number		( ) -
Male		Female		Date of Birth	(MM/DD/YYYY) / /	SSN	- -	Student ID Number	(must be provided to be processed)

**LIST DEPENDENTS TO BE INSURED BELOW.** Dependent coverage is available only if the student is also insured. Dependent coverage must be the exact same coverage period of the Insured; and therefore, will expire concurrently with that of the student.

DEPENDENT INFORMATION						
Dependent	First Name	MI	Last Name	Date of Birth (MM/DD/YYYY)	Gender (M/F)	Social Security Number
Spouse				/ /		- -
Child 1				/ /		- -
Child 2				/ /		- -
Child 3				/ /		- -

**ENROLLMENT TERMS & CONDITIONS:** Coverage will be effective the date of the Qualifying Event if required documentation and form are received within 31 days in which the Qualifying Event occurred, unless otherwise stated in the Master Policy. By signing below, the student acknowledges the following: **1)** Rates are not pro-rated other than as listed on this enrollment form; **2)** Student meets the eligibility requirements for this coverage as described in the brochure; **3)** If it is later determined that the student is not eligible, coverage will be deemed to have not been in force and the premium will be returned; and **4)** Other than entry into the Armed Forces, the premium is not refundable. It is the student's responsibility to make a timely renewal payment. This plan is underwritten by **Anthem Blue Cross Blue Shield**.

I understand my information is protected by privacy laws and will be released only in accordance with these laws.

My signature below certifies that I have read and understand the Student Health Insurance Plan brochure and agree to accept it as applicable to me regarding the terms and conditions stated therein.

**WARNING:** It is a crime to provide false or misleading information to an insurer for the purpose of defrauding the insurer or any other person. Penalties include imprisonment and/or fines. In addition, an insurer may deny insurance benefits if false information materially related to a claim was provided by the applicant.

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

(Signature of Student, or Parent if Student is under age 18)

Please note this enrollment form cannot be processed unless you make all your coverage selections on the Next Page. **CONTINUE ON NEXT PAGE →**

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Student Name: \_\_\_\_\_

Student ID Number: \_\_\_\_\_  
(must be provided to be processed)

(PLEASE CHECK THE APPROPRIATE BOX)

The monthly rate is to be used in the calculation of your total premium due **only** if the Covered Person has a qualifying event, such as marriage, birth, loss of coverage due to age limitation, etc. The monthly rate would be paid beginning in the month which the qualifying event occurred through the end of the current coverage period.

**Note:** If this enrollment is for a dependent only, the dependent is allowed to purchase only the number of months that will allow them to reach the termination date of the student's existing coverage.

PERIOD RATES AND COVERAGE DATES				
COVERAGE DATES		MONTHLY RATE		*CALCULATE TOTAL PREMIUM DUE
ANNUAL	Qualifying Event Date ____/____/____ through <b>07/31/2020</b>	Coverage	Monthly Rate	<b>Example: \$110.33 x 3 months = \$330.99</b>
	OR	Student	\$ 110.33	$\frac{\$110.33}{\text{Rate}} \times \underline{\hspace{1cm}} = \$ \underline{\hspace{1cm}}$ # Months Total
Spouse		\$ 110.33	$\frac{\$110.33}{\text{Rate}} \times \underline{\hspace{1cm}} = \$ \underline{\hspace{1cm}}$ # Months Total	
FALL	Qualifying Event Date ____/____/____ through <b>12/31/2019</b>	Each Child	\$ 110.33	$\frac{\$110.33}{\text{Rate}} \times \underline{\hspace{1cm}} = \$ \underline{\hspace{1cm}}$ # Months Total
	No charge for the 1st month for Newborns	All Children	\$ 220.66	$\frac{\$220.66}{\text{Rate}} \times \underline{\hspace{1cm}} = \$ \underline{\hspace{1cm}}$ # Months Total
			<b>TOTAL</b> \$ _____	<b>*TOTAL PREMIUM MUST BE PAID IN FULL</b>

Please use the chart above to calculate total amount due.

**PAYMENT INFORMATION.** You can pay via credit card, money order or check (details are provided below). **It is the student's responsibility for timely renewal payment whether or not a renewal notice is received.** If you have questions, please call Academic HealthPlans at **1-855-566-7278**.

**RENEWAL INFORMATION:** You must take affirmative steps to enroll and pay for any spouse/dependent each semester if you want coverage for them. There will be no renewal notice sent at the end of the coverage period.

PAYMENT OPTIONS			
If paying by credit card fax to <b>1-855-858-1964</b>		By check	
Amount to be charged	\$ _____	Make check or money order in U.S. dollars, payable to	Academic HealthPlans
Credit Card Number	_____	Check Amount	\$ _____
Expiration Date	(MM/YY) _____ / _____	Check Number	_____
Billing Zip Code	_____	Mail check and this enrollment form to	Academic HealthPlans P.O. Box 1605 Colleyville, TX 76034-1605
VISA <input type="checkbox"/>	MasterCard <input type="checkbox"/>	Discover <input type="checkbox"/>	AMEX <input type="checkbox"/>

**By signing this form, I hereby authorize Academic HealthPlans to initiate a credit card transaction for the payment of my premium. I understand my insurance will be cancelled if my credit card is declined. All charges will show on my credit card statement as Academic HealthPlans, Inc.**

SIGNATURE OF CARDHOLDER: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME OF CARDHOLDER: \_\_\_\_\_ DATE: \_\_\_\_\_