

UCSF Health Insurance Denied Waiver Appeal Form

Academic Year 2012-2013

IMPORTANT: Please read the following to ensure you are eligible for this appeal.

- Your appeal must be submitted within **ten (10) business days** of the date of notice of denial. Appeals received after the ten (10) day grace period will not be considered.
- Appeals will **ONLY** be considered for the current term. Waivers granted on appeal will **NOT** be applied to any previous school term.
- Evaluation of your appeal will be based on University Health Insurance comparability guidelines in effect at the time of the original waiver application.

INSTRUCTIONS FOR THE APPEAL

(You will be notified of the status of your appeal within ten (10) business days after receipt of your complete appeal)

NOTE: Complete Sections A, B, and C. Appeal forms that are incomplete will not be considered for evaluation.

Section A (Student Information)

Last Name	First Name	MI	SAA User ID	DOB
Current Address		City	State	Zip
Telephone Number		Email		
Academic Program/Level				
Term of Appeal (Check only one of the boxes) ☐ Fall Quarter 2012 ☐ Winter Quarter 2013 ☐ Spring Quarter 2013 ☐ Summer Quarter 2013				
Signature		Date		

Section B (Insurance Information)

Insurance Company: _____ Insurance Company Phone#: _____
Member ID Number: _____

Section C (Please check the box below or provide the correct answer or amount to the question/s that denied your waiver. Please provide details you feel are important to consider in reviewing your appeal.)

☐ **I successfully appealed my waiver denial last academic year and my insurance has not changed.**

(Please add additional pages as necessary)

OFFICIAL USE ONLY

Appeal is Incomplete ☐	Appeal is Denied ☐	Appeal is Approved ☐
Student Emailed? Yes No	Student Emailed? Yes No	Approval done in WF site? Yes No
Appeal Evaluator Signature		Date