Insurance Waiver

UC REGENT MANDATE

As a non-academic condition of enrollment all graduate and professional students are required to maintain continuous coverage under an approved health insurance plan at all times while enrolled at UC San Francisco. All registered students are covered under the UC Student Health Insurance Plan (UC SHIP) unless they have applied and have been approved for a waiver.

APPLY FOR A WAIVER

Academic HealthPlans (AHP) is the new waiver vendor supporting students through the process of waving the UC Student Health Insurance Plan (UC SHIP) when demonstrating active, alternate coverage that meets all waiver criteria. Effective Winter 2019, all approved waiver submissions will be audited. Therefore, you will be required to upload a copy of your medical ID card (front and back) and insurance policy benefit information in order to submit a waiver. **The deadline to submit a waiver for the Winter 2019 quarter is Thursday, December 20th at 11:59pm (PST).**

Please complete the insurance waiver criteria [1] worksheet beforehand to make the online application process go smoothly. You will need the following to begin the application process:

- MyAccess ID and password
- Medical insurance member ID card
- Insurance company contact information
- Policy group number and summary of benefits

As part of your application you agree to provide a copy of your health insurance identification card and other documentation as requested by the University, its’ agent or the Insurance Company. Failure to provide documentation upon request, the University will have the right to enroll you in the UC Student Health Insurance Plan and the appropriate fee will be charged to your student account.
Applications are accepted fall, winter and spring terms. Students will need to reapply each academic year by the applicable deadline for the term in which they wish to be granted a waiver. There is a $78 application processing fee. This application fee will be collected via the registration process.

DEADLINES

Student Health and Counseling Services (SHCS) will conduct a waiver application and verification process for new waivers on the following schedule:

<table>
<thead>
<tr>
<th>Term</th>
<th>Applications Open</th>
<th>Applications Close*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall 2018</td>
<td></td>
<td></td>
</tr>
<tr>
<td>SOP 1st Year &amp; SOM 1st - 3rd Year</td>
<td>June 18</td>
<td>July 30</td>
</tr>
<tr>
<td>New Fall Students</td>
<td>July 1</td>
<td>September 11</td>
</tr>
<tr>
<td>All Other Continuing Students</td>
<td>August 13</td>
<td>September 11</td>
</tr>
<tr>
<td>Winter 2019</td>
<td>November 12</td>
<td>December 20</td>
</tr>
<tr>
<td>Spring 2019</td>
<td>February 11</td>
<td>March 28</td>
</tr>
<tr>
<td>Summer 2019 (new summer and re-admitted students only)</td>
<td>May 1</td>
<td>June 14</td>
</tr>
</tbody>
</table>

* Applications accepted until 11:59pm (PST)

Waivers cannot be applied mid-term and will not be processed for continuing students in summer term. Only new and re-admitted students will be allowed to apply for a waiver in the summer.

VERIFICATION PROCESS

SHCS will verify waiver applications for all terms. SHCS will also verify students with waivers a second time at some point during the year to ensure all policies are still in effect.

If SHCS is unable to verify a student’s plan prior to the approval deadline or if SHCS is informed at any point that a student’s plan has terminated, SHCS may at any time re-apply the full insurance fee for the term in question.

CANCEL YOUR APPROVED WAIVER

Students may cancel their waiver and re-enroll in UC SHIP at the beginning of any term. To cancel your waiver, login to MyHealthRecord.ucsf.edu [2] and send a secure message to ?UCSHIP Waiver Reversal Request? prior to the start of the term for which you would like to
If a student involuntarily loses their coverage (ex: hit age 26, are covered under a spouse who loses their job and health coverage, etc.) they may re-enroll in UC SHIP mid-term. To re-enroll, login to MyHealthRecord.ucsf.edu [2] and send a secure message to ?UCSHIP Waiver Reversal Request? along with an official written letter of termination from the previous health insurance carrier. The student will be enrolled as of the date of their involuntarily loss of coverage if they notify Student Health within 31 days of the loss of their coverage. If the student does not notify the Student Health within the 31 days, coverage will be effective on the date the student pays the full premium. Mid-term enrollment does not allow for any proration of the premium.

FAQs
Can I apply for a waiver?