UNIVERSITY OF PITTSBURGH STUDENT HEALTH INSURANCE
INTERNATIONAL STUDENTS

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## INTERNATIONAL STUDENT HEALTH INSURANCE OVERVIEW

International students are required to take action during the annual enrollment period. It is required for international students to have other health insurance or enroll in the university sponsored health insurance.

To take action during the annual enrollment period, start by logging in to the Student Health Insurance Portal by following the steps in the next section.

International students must submit their enrollment no later than September 30. After September 30, an academic hold will be placed on your account.

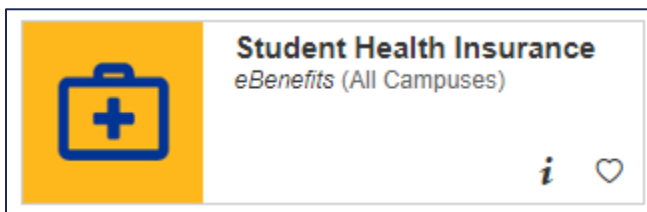# ACCESS THE STUDENT HEALTH INSURANCE PORTAL VIA MY.PITT.EDU

1. Go to my.pitt.edu

2. Select "Students" from the Roles drop-down (located underneath the search bar) if not already selected
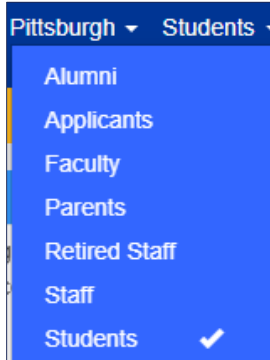
3. Search for "Student Health insurance"

4. Find the option for the "Student Health Insurance (*eBenefits*)" and launch the portal, logging in via Pitt Passport (if not logged in)

COMPLETE THE MANDATORY ENROLLMENT

1. Once you are successfully logged into the Student Health Insurance portal, click "Get Started With Your Enrollment Now, Click Here To Begin".

2. Select the "Let's Get Started" button

3. Start your enrollment by clicking the "Start Enrollment" button

As an international student, you must choose one of the following options.

| Option to Select	*Description of Option*
1. **I am already enrolled in comparable Health Plan coverage outside of the University.**	*Choose this option if you are residing in the U.S. but have other insurance.* *The following information will need to be provided:* *1. Insurance Company Name* *2. Insurance Company Address* *3. Insurance Company Telephone Number* *4. Insurance Company Policy or Group Number* *5. Effective Date of Coverage* *6. Does your insurance policy meet the following minimum coverage requirements: $50,000 per accident or illness; Medical evacuation in the amount of $10,000; Repatriation coverage for up to $7,500; A deductible of no more than $500 per illness?*
2. **I would like to enroll in the University's coverage.**	*Choose this option if you are residing in the U.S. and need the University of Pittsburgh health insurance.* *Select the medical plan you would like to enroll in.*

4. Select "Save and Continue."

5. Proceed through the remainder of your enrollment and select "Submit" when finished.

LIFE EVENTS AND/OR LATE ENROLLMENT REQUESTS

If you need to change your election after the annual enrollment period, this can be done through a Late Enrollment Request.

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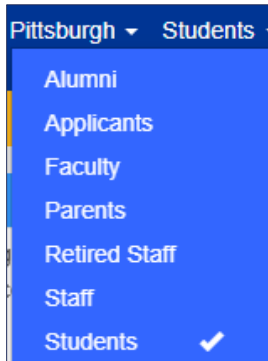
3. Search for "Student Health insurance"

4. Find the option for the "Student Health Insurance (*eBenefits*)" and launch the portal, logging in via Pitt Passport (if not logged in)

5. Select the "Change my Benefits" tab

6. Complete the event form with the following information:
   - Your Event
     If you are unsure which event to choose, please reference the guide below.
   - Date the Event Occurred
   - Enter Event Notes, if applicable

Event Guide

Event	Event Details	Documentation Required
Birth	The addition of a child to your family is a qualifying life event to make changes to your benefits enrollment. You must submit a life event in the eBenefits portal within 60 days of the birth or adoption being finalized.	Birth certificate or Legal court ordered document confirming the adoption of child
Death of Dependent	When you experience the loss of a dependent, you may make changes to your benefits. Please submit a life event in the eBenefits portal within 60 days of the passing of your dependent.	Copy of the Death Certificate
Divorce or Married	A change in your marital status, such as marriage or divorce, provides you with the opportunity to make changes to your benefits enrollment. You must submit a life event in the eBenefits portal within 60 days of the marriage date or the date of a divorce being finalized.	Copy of the Divorce Decree or Copy of the Marriage Certificate
International Student: Graduated program and leaving U.S.	Students who graduate and leave the U.S. permanently are able to make changes	Plane ticket and Passport Stamp showing the date you arrived in your home country
Late Enrollment Request	As an international student, you may be eligible to enroll in coverage through a Late Enrollment Request. For example, if you arrived in the U.S. after the annual enrollment period. Choose this event to complete a Late Enrollment Request for review.	Documentation not required. Please explain the reason for your Late Enrollment Request in the Event Notes section. For example: "Returned to campus and require medical coverage", or "International student requiring insurance"
Lost Coverage Under Another Plan	A loss of coverage through an employer-sponsored plan or state-sponsored program is considered a qualified status change to add you, your spouse, and/or child(ren) to your benefits.	COBRA letter from the former employer, or Letter from employer's human resources department or insurance company that indicates what coverage(s) are terminating (i.e., medical/dental/vision), covered person(s) and effective termination date of coverage(s), or

Event	Event Details	Documentation Required
		Letter or statement that you/your dependents are no longer eligible for state-sponsored coverage
Obtain Coverage Under Another Employer Sponsored Plan	Gaining coverage through an employer-sponsored plan or state-sponsored program is considered a qualified status change to remove you, your spouse, and/or child(ren) to your benefits.	Confirmation statement of benefits or Letter from employer's human resources department or insurance company that outlines coverages (i.e., medical/dental/vision), enrollee(s), and effective start date of coverage, or\n\nLetter or statement that you/your dependents are newly eligible for state-sponsored coverage.

7. After the Event was added successfully, upload supporting documentation

8. Select "Let's Get Started"

Life Event added successfully.

Registered Life Events

⊟ Late Enrollment Request - COBRA Eligible on 09/02/2020

Please upload supporting documentation for any dependents added to your coverage (birth certificate, marriage license, etc.). The University of Pittsburgh Benefits Department will need to approve your benefit changes and requires this documentation be submitted and approved.

Upload your event documentation and any completed forms.

You must submit valid documentation within 60 days of the event.

Messages:

Attachment [ ] Browse...

Upload

① Enroll

You must submit your enrollments by 11/01/2020.

Let's Get Started ▶

9. Enroll in coverage and select "Submit Enrollments"

Medical

NEW COVERAGE

[Change Enrollment ▶]
[Opt Out ▶]

Pending Submission

Panther Blue - Graduate Student Plan

Coverage Level: Student Only
Your Contribution per Month: $370.56
Tax Status: After-Tax
Carrier Contact Info: UPMC Health Plan http://www.upmchealthplan.com
Carrier Name: UPMC Health Plan

Dental

NEW COVERAGE

[Change Enrollment ▶]

Pending Submission

Dental

Coverage Level: Decline/cancel existing coverage
Your Contribution per Month: $0.00
Carrier Contact Info: United Concordia http://www.ucci.com
Carrier Name: United Concordia

Vision

NEW COVERAGE

[Change Enrollment ▶]
[Opt Out ▶]

Pending Submission

Vision Plan

Coverage Level: Student Only
Your Contribution per Month: $7.54
Tax Status: After-Tax
Carrier Contact Info: Davis Vision http://davisvision.com
Carrier Name: Davis Vision

Benefit Elections Grand Total

Student Total Contribution Per Month: $378.10
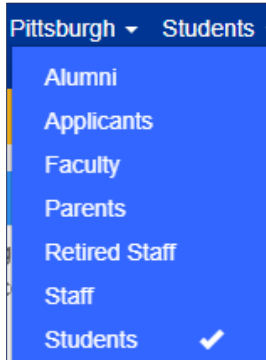
[Submit Enrollments ✓]

Save and Exit without submitting changes (You may return later and submit these changes)

TERMINATE INSURANCE DUE TO LEAVING THE U.S.

International students can terminate their coverage if they have graduated and are leaving the U.S. permanently.

1. Go to my.pitt.edu
   - *If you no longer have access to the my.pitt.edu portal, please contact eBenefits Member Services at 888-499-6885*

2. Select "Students" from the Roles drop-down (located underneath the search bar) if not already selected

3. Search for "Student Health insurance"

4. Find the option for the "Student Health Insurance (*eBenefits*)" and launch the portal, logging in via Pitt Passport (if not logged in)

6. Complete the following form then select "Submit."
   - Your Event: International Student: Graduated program and leaving U.S.
   - Date the Event Occurred: Enter the date you left the country

7. After the Event was added successfully, upload the following documents:
   - Plane ticket
   - Passport Stamp showing the date you arrived in your home country

8. Select "Let's Get Started"

Life Event added successfully.

Registered Life Events

⊟ **International Student: Graduated program and leaving U.S. - COBRA Eligible on 09/02/2020**

Please upload supporting documentation for Graduates leaving the U.S. The University of Pittsburgh Benefits Department will need to approve your benefit changes and requires this documentation be submitted and approved.

Upload your event documentation and any completed forms.

You must submit valid documentation within 60 days of the event.

Messages:

Attachment   Browse...

Upload

① Enroll

You must submit your enrollments by 11/01/2020.

Let's Get Started ▶

9. Select "Opt Out" for each of the benefits.

Dental

	CURRENT COVERAGE	NEW COVERAGE	
	Plus Dental Plan	Dental	Change Enrollment ▶
			Opt Out ▶
Coverage Level:	Student Only		
Your Contribution per Month:	$16.21		
Tax Status:	After-Tax		
Carrier Contact Info:	United Concordia http://www.ucci.com		
Carrier Name:	United Concordia		
Effective Date:	09/01/2020		

10. Once you have completed your changes, select the "Submit Enrollments" button

Submit Enrollments ✓

Save and Exit without submitting changes (You may return later and submit these changes)