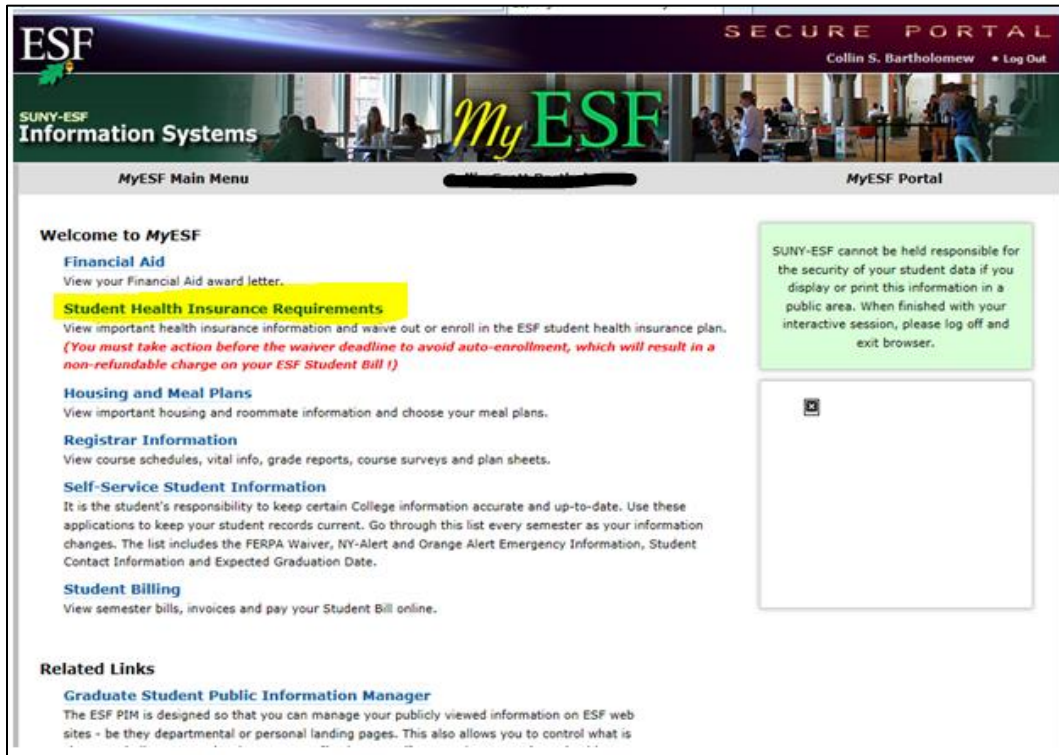


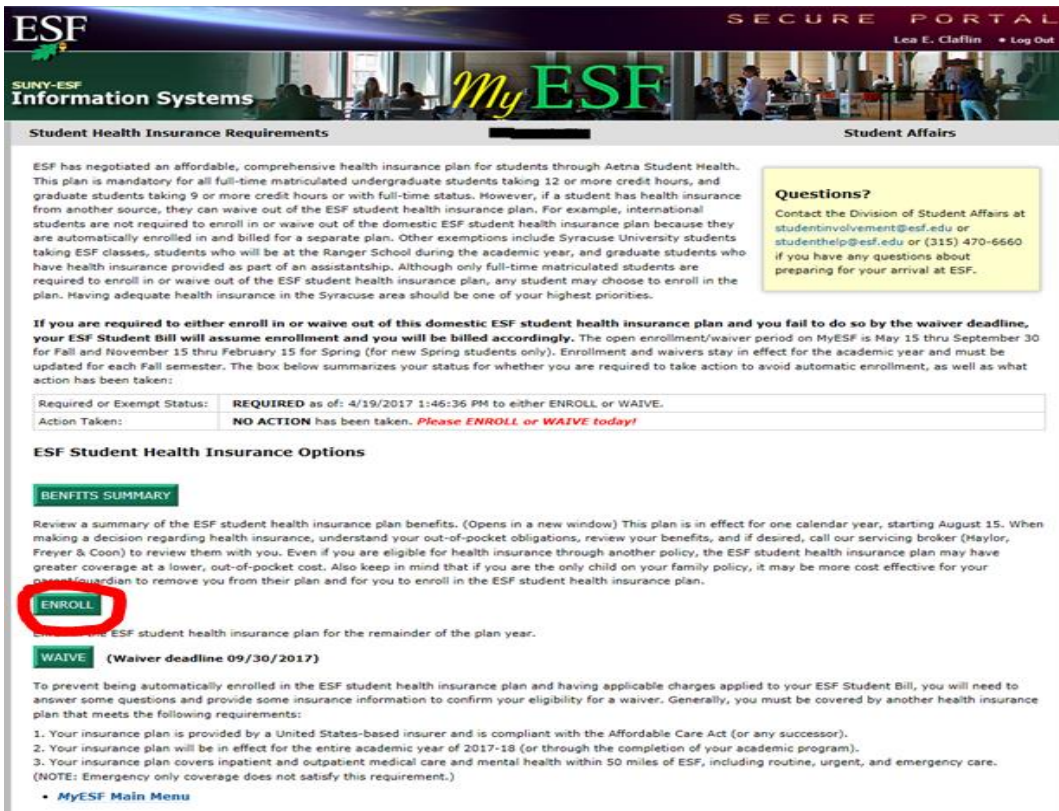
Purchasing/Enrolling in the Student Health Insurance Plan

1. Log into MyESF and click on Student Health Insurance Requirements



The screenshot shows the MyESF main menu. At the top, there is a header with the ESF logo on the left and 'SECURE PORTAL' on the right, along with the name 'Collin S. Bartholomew' and a 'Log Out' link. Below the header is a banner image with the text 'SUNY-ESF Information Systems' and 'My ESF'. The main content area is titled 'MyESF Main Menu' and 'MyESF Portal'. It features a 'Welcome to MyESF' section with several links: 'Financial Aid', 'Student Health Insurance Requirements' (highlighted in yellow), 'Housing and Meal Plans', 'Registrar Information', 'Self-Service Student Information', and 'Student Billing'. There is also a 'Related Links' section with a link to 'Graduate Student Public Information Manager'. A green warning box on the right states: 'SUNY-ESF cannot be held responsible for the security of your student data if you display or print this information in a public area. When finished with your interactive session, please log off and exit browser.'

2. Click the green Enroll button towards the bottom of the screen



The screenshot shows the 'Student Health Insurance Requirements' page. At the top, there is a header with the ESF logo on the left and 'SECURE PORTAL' on the right, along with the name 'Lea E. Claffin' and a 'Log Out' link. Below the header is a banner image with the text 'SUNY-ESF Information Systems' and 'My ESF'. The main content area is titled 'Student Health Insurance Requirements' and 'Student Affairs'. It features a 'Questions?' section with contact information for the Division of Student Affairs. A table shows the 'Required or Exempt Status' as 'REQUIRED' and the 'Action Taken' as 'NO ACTION has been taken. Please ENROLL or WAIVE today!'. Below this is a section titled 'ESF Student Health Insurance Options' with three buttons: 'BENEFITS SUMMARY', 'ENROLL' (circled in red), and 'WAIVE (Waiver deadline 09/30/2017)'. The 'ENROLL' button is highlighted with a red circle. Below the buttons is a list of requirements for enrolling in the plan.

3. Check the assent statement, and submit your enrollment by clicking the green submit box.

ESF SECURE PORTAL
 SUNY-ESF Information Systems Collin S. Bartholomew • Log Out

MyESF

Student Health Insurance Requirements Student Affairs

ESF Student Health Insurance Enrollment

Before enrolling you need to assent to the following:	
You understand that you are purchasing the ESF student health insurance plan for the period:	8/15/2017 - 8/14/2018
You understand that you will be billed on your ESF Student Bill for this plan in the amount of:	\$2000.00 (anticipated cost for the period above)
You understand that federal and state financial aid cannot be applied to the health insurance portion of your ESF Student Bill.	

Questions?
 Contact the Division of Student Affairs at studentinvolvement@esf.edu or studenthelp@esf.edu or (315) 470-6660 if you have any questions about preparing for your arrival at ESF.

Before you complete your enrollment, please assent to the following statement by checking the box below:

I, [redacted], ASSUME COMPLETE RESPONSIBILITY for understanding all of the information on this page.

SUBMIT ENROLLMENT **CANCEL**

[MyESF Main Menu](#)

4. Your waiver confirmation will appear on the screen below

ESF SECURE PORTAL
 SUNY-ESF Information Systems Lea E. Claffin • Log Out

MyESF

Student Health Insurance Requirements Student Affairs

ESF has negotiated an affordable, comprehensive health insurance plan for students through Aetna Student Health. This plan is mandatory for all full-time matriculated undergraduate students taking 12 or more credit hours, and graduate students taking 9 or more credit hours or with full-time status. However, if a student has health insurance from another source, they can waive out of the ESF student health insurance plan. For example, international students are not required to enroll in or waive out of the domestic ESF student health insurance plan because they are automatically enrolled in and billed for a separate plan. Other exemptions include Syracuse University students taking ESF classes, students who will be at the Ranger School during the academic year, and graduate students who have health insurance provided as part of an assistantship. Although only full-time matriculated students are required to enroll in or waive out of the ESF student health insurance plan, any student may choose to enroll in the plan. Having adequate health insurance in the Syracuse area should be one of your highest priorities.

Questions?
 Contact the Division of Student Affairs at studentinvolvement@esf.edu or studenthelp@esf.edu or (315) 470-6660 if you have any questions about preparing for your arrival at ESF.

If you are required to either enroll in or waive out of this domestic ESF student health insurance plan and you fail to do so by the waiver deadline, your ESF Student Bill will assume enrollment and you will be billed accordingly. The open enrollment/waiver period on MyESF is May 15 thru September 30 for Fall and November 15 thru February 15 for Spring (for new Spring students only). Enrollment and waivers stay in effect for the academic year and must be updated for each Fall semester. The box below summarizes your status for whether you are required to take action to avoid automatic enrollment, as well as what action has been taken:

Required or Exempt Status:	REQUIRED as of: 4/19/2017 1:46:36 PM to take action. Action has already been taken.
Action Taken:	ENROLLED as of: 4/20/2017 2:04:29 PM by [redacted]

ESF Student Health Insurance Options

BENEFITS SUMMARY

Review a summary of the ESF student health insurance plan benefits. (Opens in a new window) This plan is in effect for one calendar year, starting August 15. When making a decision regarding health insurance, understand your out-of-pocket obligations, review your benefits, and if desired, call our servicing broker (Haylor, Freyer & Coon) to review them with you. Even if you are eligible for health insurance through another policy, the ESF student health insurance plan may have greater coverage at a lower, out-of-pocket cost. Also keep in mind that if you are the only child on your family policy, it may be more cost effective for your parent/guardian to remove you from their plan and for you to enroll in the ESF student health insurance plan.

WAIVE (Waiver deadline 09/30/2017)

To prevent being automatically enrolled in the ESF student health insurance plan and having applicable charges applied to your ESF Student Bill, you will need to answer some questions and provide some insurance information to confirm your eligibility for a waiver. Generally, you must be covered by another health insurance plan that meets the following requirements:

1. Your insurance plan is provided by a United States-based insurer and is compliant with the Affordable Care Act (or any successor).
2. Your insurance plan will be in effect for the entire academic year of 2017-18 (or through the completion of your academic program).
3. Your insurance plan covers inpatient and outpatient medical care and mental health within 50 miles of ESF, including routine, urgent, and emergency care. (NOTE: Emergency only coverage does not satisfy this requirement.)

[MyESF Main Menu](#)