Domestic Health Insurance Requirements:
1. Your plan must be compliant with the Affordable Care Act.
2. Coverage must be for the entire academic year, including holidays and the summer break, even if you will not be attending summer session.
   a. Fall coverage dates must be at least for August 15 through December 31.
   b. Spring coverage dates must be at least for January 1 through May 9.
   c. Summer coverage dates must be at least for May 10 through August 14.
3. Your plan must provide in-patient and out-patient mental health coverage.
4. Your plan must have a provider network in the Tallahassee/Leon County area that provides not only emergency care but also provides routine, urgent, specialty, diagnostic and hospital care. **An emergency only plan for Tallahassee is not sufficient.**
5. You must have prescription coverage.

Have This Information on Hand to Complete the Waiver:
1. The name, date of birth and gender of the primary insurance holder on the policy and their relationship to the student: parent, spouse, or self.
2. The name, US claims mailing address and the customer service telephone number of the insurance company.
3. The policy number. It is often labeled as the Member ID or Subscriber ID on the insurance card.
4. The group number of your plan. This is optional.
5. The effective date of your coverage. It must be on or before the first day of the terms as outlined above.
6. The termination date of your coverage.
   a. If your plan renews annually on its anniversary date, leave the termination date blank.
   b. If your plan ends and you have a new plan with new coverage, be sure to terminate the old plan (using the day before the new plan begins) to make sure your waivers are always up to date.
   c. If your plan ends during a semester and no new plan has been entered to continue coverage for you, that semester will not be cleared for you.

Insurance Compliance
1. Is an ANNUAL requirement. If you complete the waiver successfully, your waiver will clear the insurance hold for three terms. Remember that summer must also be covered.
2. During the semester when your waiver is set to expire, you will receive reminder e-mails to renew your waiver.
   a. If you are graduating or no longer attending FSU, ignore the reminder.
   b. If you have tried to clear the waiver for the NEXT term but continue to get the reminder, contact the Health Compliance Office for assistance.
3. When renewing your waiver go to **www.studentinsurance.fsu.edu**.
   a. Review your coverage at My Policies, editing or adding coverage as necessary BEFORE you attempt the waiver.
      i. To edit the current policy click on the pencil icon.
      ii. To add a new policy click NEW.
b. Select the I Have Health Insurance button and follow the prompts.
   i. If you are not sure which term and year to select for your waiver, close this screen and click on My Compliance Record. You will see which semesters are already cleared. You select the very next one for your waiver.
   ii. When you have completed the waiver, verify that you are cleared by reviewing the My Compliance Record to see that you have cleared the semesters for which you want to register.

If you need assistance, contact Health Compliance at 850-644-3608 or at healthcompliance@fsu.edu.