Aetna Student Health Medical Student Waiver/Enrollment Guidelines

Revised: 07/15/2016

Saint Louis University requires Medical Student to carry health insurance. If a student already has other (non-UHP) health insurance coverage, they may waive UHP coverage (and its corresponding charges) by providing proof of other coverage in effect.

If a student does not already have health insurance, they must enroll in the University Health Plan (UHP), coverage that is sponsored by Saint Louis University.

This document provides guidance on how to submit an on-line waiver (see below) or enroll (see page 3) through the secure Aetna Student Health website. Aetna Student Health is the UHP’s administrative partner.

WAIVER DIRECTIONS

* Open a web browser of your choice, for example, Google Chrome

* Go to: www.aetnastudenthealth.com/slu

* Click on: Enroll or Waive: Student Health Insurance Plan

Step 1 Begin Your Application

* At Student Type, use pull down menu to select either **Domestic** or **International**. International selection indicates that you are pursuing studies under a visa and are not a permanent U.S. resident.

* At Program Type, use pull down menu to select **Medical Students**:
* On Secure Login screen, enter: **Your Banner ID#** (enter all nine characters including leading zeroes):

  **Student Banner ID Number**
  (please enter all nine characters, including leading zeroes)

  000123456

  **Date of Birth**
  MM/DD/YYYY

* Enter your DOB:

* Confirm your Banner ID# and DOB, then click on:

  GET STARTED ▶

  **Plan(s)**

* Click on Waive:

* Click Yes to Continue.

* Review Waiver Policy Terms and check box at bottom of page to indicate term acceptance.

* Click on Continue:

  **Current Insurance Policy**

* Respond to all required questions regarding your current (non-UHP) health insurance coverage.

* Review Terms and Conditions and check box at bottom of page to indicate term acceptance.

* Click on Continue:

  **Waiver Summary**

* Review the Waiver Summary. If needed, edit and save any necessary changes to Waiver Summary data.

* Click Submit to complete your waiver submission.
ENROLLMENT DIRECTIONS

* Open a web browser of your choice, for example, Google Chrome
* Go to:  www.aetnastudenthealth.com/slu
* Click on:  Enroll or Waive: Student Health Insurance Plan

VERY IMPORTANT- Following Steps Require Accurate Data Entry

Step 1  Begin Your Application

* At Student Type, use pull down menu to select Domestic or International (if you are studying under a Visa):

* At Program Type, use pull down menu to select Medical Students:

* On Secure Login screen, enter:

    Your Banner ID# (enter all nine characters including leading zeroes):

    Student Banner ID Number
    (please enter all nine characters, including leading zeroes)

    000123456

    Date of Birth

    MM/DD/YYYY

* Enter your (Primary Member) DOB:
* Confirm your Banner ID# and DOB, then click on: GET STARTED

**Step 2** Plan(s)**

* To enroll just **YOURSELF**, click Select Plan under the 16/17 Health Plan.

If you need to enroll **YOURSELF & DEPENDENTS**, click Select Plan the 16/17 Health Plan for Dependents.

**Step 3** Additional Plan(s) Selection

* Step 3 presents an opportunity to enroll in an **OPTIONAL** dental discount program.

* Click on **Continue**: 

Step 4: Student Information

* Confirm/complete gender, name, phone, local address, and SLU (@slu.edu) email info.

* Once info. is confirmed, click on Continue:

Step 4: Dependent Information

* If enrolling dependents, enter their demographic information

* Once all is confirmed, Save and click on Continue:

* Add additional dependents as needed: Add Another Dependent

Step 5: Plan Details

VERY IMPORTANT: For Plan Term field....

First Year Students (M1s) must select First Year – M1 Plan Term that provides coverage from 08/01.

Returning Students (M2s, M3s, M4s) must select Returning – M2 M3 M4 Plan Term that provides coverage from 07/01.

* Check terms and conditions:

Click Continue:

Step 6: Enrollment Application Summary

* Carefully Review data for accuracy.

* Click Submit to complete your enrollment.