

# **United Healthcare Student Resources**

## **Instructions for Purchasing Health Insurance**

To purchase the **Student Insurance Policy**, through United Healthcare Student Resources, follow the steps below:

1. Enter <u>www.uhcsr.com</u> into the web browser.





2. Type in University of North Texas to find our Plans available for purchase.





### 3. Select the Campus location that you are enrolled at.





#### 4. Wait a moment for the page to load, then select the Policy Year that applies to you.



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#### 5. Select the plan description that applies to you; Domestic or International.





6. If you selected Domestic, the next screen provides several options for coverage, including medical, dental, vision, and global emergency services.





7. By selecting Medical - Domestic Students, you may review the medical insurance brochure and enrollment documents, or simply click on ENROLL NOW.





8. On the next page, you will provide some basic information about yourself. Be sure to check the box in the lower left corner before clicking on "Next."





## 9. Complete Step 2 – Select a Policy Term, then click "Next."





## 10. If you already have an account with UHCSR, you may log in. If not, you will need to create an account.





## 11. Complete the information requested and click "Next."



#### STUDENT HEALTH AND WELLNESS CENTER Division of Student Affairs

12. In addition to paying your premium, you can securely access the following from UHCSR:

- Review plan coverage details online
- Print an ID card and/or request a replacement ID card
- Check claim status and review EOB (Explanation of Benefits)
- Find a Preferred Provider
- Update personal information
- Contact UHCSR with a question/comment
- Access helpful resources and forms
- 13. If you have any questions regarding the enrollment of insurance, please contact our SHWC Billing Office at 940-369-8543 or come visit us on the second floor of Chestnut Hall.

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