Dear Student,

As you prepare for classes this upcoming fall, we want to share important Student Health Insurance Requirement information with you.

All full-time undergraduate and graduate students are required to enroll in or waive the USD-sponsored Student Health Insurance Plan by **September 7, 2015**.

You can find more information and answers to questions you may have by visiting [www.sandiego.edu/healthinsurance](http://www.sandiego.edu/healthinsurance).

**ONLINE ENROLLMENT/WAIVER PROCESS**

1. Go to: [www.gallagherstudent.com/usd](http://www.gallagherstudent.com/usd)
2. Click on “Student Enroll/Waive”
3. Log in using your University of San Diego email address as their username. Your password is your seven digit student ID number with two zeroes in front (total nine digits; i.e. “001234567”)
4. Select the “I want to Enroll/Waive” button and follow the instructions to complete the appropriate form.
5. Once submitted, a reference number will be immediately received. Print or write this number down for future reference.

*If a decision form is not submitted by September 7, 2015, you will remain enrolled in and billed for the Student Health Insurance Plan for the entire 2015-2016 policy year.*

Sincerely,

Melissa Halter, PhD
Assistant Vice President, Student Affairs
Student Wellness