



# Kansas Board of Regents State Universities

## Qualifying Life Event Request

### NATURE OF YOUR QUALIFYING LIFE EVENT:

If you experience a Qualifying Life Event (QLE) (e.g. loss of health insurance coverage, no longer eligible on your parent's health insurance, marriage, etc.) during the plan year 2022 - 2023, you can enroll in the Kansas Board of Regents State Universities health insurance for the remainder of the current coverage period. Please complete this form and sign and date it.

### Reason for Qualifying Event:

- Loss of coverage under another plan
- Marital Status
- Adoption of a Child/Birth of a Child
- Guardianship Appointment
- International Students: Arrival of Spouse/Dependents in Country

Date of Qualifying Life Event: \_\_\_\_\_

Other (please detail) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### PRIMARY INSURED INFORMATION:

Gender: M   
F

Name: \_\_\_\_\_  
(Last name, first name)

Student ID #: \_\_\_\_\_  
(Required)

Birth Date: \_\_\_\_\_  
(mm/dd/yyyy)

Address: \_\_\_\_\_  
(Street, City, State, ZIP)

Student Phone #: \_\_\_\_\_  
(Home phone or cell phone) Email Address: \_\_\_\_\_

**United  
Healthcare®**



## **ENROLLMENT & PAYMENT INSTRUCTIONS:**

A QLE is required for primary insureds and dependents to be eligible to enroll in the school health insurance plan at a time outside of the enrollment period. Enrollment in the plan must occur within 30 days of the QLE. Premiums are not pro-rated.

## **HOW TO PAY ONLINE:**

### **To pay with a credit card or eCheck:**

Please complete the information in this enrollment form and email to [SIDPremiumDataEntry@uhcsr.com](mailto:SIDPremiumDataEntry@uhcsr.com). Your coverage request will be registered and you will be sent a notification email with instructions for making your payment online. You may also fax this form to 469-229-5612.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR MORE INFORMATION:** Contact your Student Health Center.

## **FOR ADMINISTRATIVE USE ONLY:**

Date: \_\_\_\_\_

Effective Enrollment Period Dates: \_\_\_\_\_

Approved By: \_\_\_\_\_

Premium Amount: \_\_\_\_\_

**United  
Healthcare®**

**UNITEDHEALTHCARE INSURANCE COMPANY**  
**QUALIFYING LIFE EVENT ENROLLMENT FORM FOR STUDENTS AND THEIR DEPENDENTS**

**KANSAS BOARD OF REGENTS STATE UNIVERSITIES**

2022-200118-3

<b>PRIMARY INSURED COMPLETE INFORMATION BELOW FOR STUDENT.</b>		
LAST (FAMILY) NAME:		FIRST (GIVEN) NAME:
GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		DATE OF BIRTH: (MONTH/DAY/YEAR)
SCHOOL ID #:		
PERMANENT U.S. ADDRESS: (HOUSE/BUILDING # AND STREET NAME)		
CITY:		STATE:
ZIP CODE:		
TELEPHONE #:		EMAIL ADDRESS:

**DEPENDENT INFORMATION**

Complete information below for Dependents to be insured. Dependent coverage is only available for Students insured under the Plan (Please include a blank sheet for additional Dependents).

SPOUSE:	GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DATE OF BIRTH: (MONTH/DAY/YEAR)
First (Given) Name:	Middle Initial:	Last (Family) Name:
CHILD:	GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DATE OF BIRTH: (MONTH/DAY/YEAR)
First (Given) Name:	Middle Initial:	Last (Family) Name:
CHILD:	GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DATE OF BIRTH: (MONTH/DAY/YEAR)
First (Given) Name:	Middle Initial:	Last (Family) Name:
CHILD:	GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DATE OF BIRTH: (MONTH/DAY/YEAR)
First (Given) Name:	Middle Initial:	Last (Family) Name:
CHILD:	GENDER: <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	DATE OF BIRTH: (MONTH/DAY/YEAR)
First (Given) Name:	Middle Initial:	Last (Family) Name:

**NOTICE TO STUDENT:** Coverage will be effective the date the correct premium is received by the Company or a representative of the Company or the effective date of the coverage period, whichever is later, unless otherwise stated in the Master Policy. By signing, the student acknowledges the following: 1) The student has carefully read the Certificate of Coverage and elects to enroll as indicated on this enrollment form; 2) Rates are not pro-rated other than as listed on this enrollment form; 3) The student meets the eligibility requirements for this coverage as described in the Certificate of Coverage; and 4) If it is later determined that the student is not eligible, the premium will be refunded. Premium will not be refunded except for ineligibility or entrance into the armed forces.

**NOTICE:** Any person who knowingly and with intent to injure, defraud or deceive any insurer, files a statement of claim containing false, incomplete or misleading information may be subject to criminal and/or civil penalties.

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Campus Location: (Please check the school you attend.)**

<input type="checkbox"/> Emporia State University	2022-197-3	<input type="checkbox"/> Wichita State University	2022-180-3
<input type="checkbox"/> Kansas State University	2022-470-3	<input type="checkbox"/> Pittsburg State University	2022-2009-3
<input type="checkbox"/> University of Kansas	2022-471-3	<input type="checkbox"/> University of Kansas Medical Center	2022-2070-3

**I elect to purchase Injury and Sickness insurance coverage under the University's student insurance plan. Below are the choices I have made.**

PLEASE CHECK ALL APPROPRIATE BOXES.

**INSURED CATEGORY:**  Graduate/Research/Teaching Assistants

Monthly (MX)

1 Student	<input type="checkbox"/> \$ 222.00
2 Spouse	<input type="checkbox"/> \$ 222.00
3 One Child	<input type="checkbox"/> \$ 222.00
4 Two or More Children	<input type="checkbox"/> \$ 444.00
5 Spouse and 2 or more Children	<input type="checkbox"/> \$ 666.00

**NOTE:** If you wish to select coverage for dependents you will need to select the single rate and the applicable dependent coverage.

**To Calculate Your Rate:**

Rate x # of months eligible = amount due

Example: \$222.00 x 3 months = \$666.00

**CALCULATION FOR MONTHLY PREMIUM:**

Monthly premium: \$\_\_\_\_\_

Multiply by # of months: \_\_\_\_\_

Total premium enclosed: \$\_\_\_\_\_

**Payment Instructions:** Make check or money order payable to UnitedHealthcare **StudentResources** in US dollars. Mail this enrollment form along with premium payment to:

UnitedHealthcare **StudentResources**  
PO Box 809026  
Dallas, TX 75380-9026.

Your cancelled check or credit card billing is your only receipt and notification of coverage. The student is responsible for timely premium payments whether or not a premium notice is received.

## NON-DISCRIMINATION NOTICE

UnitedHealthcare **StudentResources** does not treat members differently because of sex, age, race, color, disability or national origin.

If you think you were treated unfairly because of your sex, age, race, color, disability or national origin, you can send a complaint to:

Civil Rights Coordinator  
United HealthCare Civil Rights Grievance  
P.O. Box 30608  
Salt Lake City, UTAH 84130  
[UHC\\_Civil\\_Rights@uhc.com](mailto:UHC_Civil_Rights@uhc.com)

You must send the written complaint within 60 days of when you found out about it. A decision will be sent to you within 30 days. If you disagree with the decision, you have 15 days to ask us to look at it again.

If you need help with your complaint, please call the toll-free member phone number listed on your health plan ID card, Monday through Friday, 8 a.m. to 8 p.m. ET.

You can also file a complaint with the U.S. Dept. of Health and Human Services.

**Online** <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.

Phone: Toll-free 1-800-368-1019, 800-537-7697 (TDD)

**Mail:** U.S. Dept. of Health and Human Services. 200 Independence Avenue, SW  
Room 509F, HHH Building Washington, D.C. 20201

We also provide free services to help you communicate with us. Such as, letters in other languages or large print. Or, you can ask for free language services such as speaking with an interpreter. To ask for help, please call the toll-free member phone number listed on your health plan ID card, Monday through Friday, 8 a.m. to 8 p.m. ET.



