

Date: May 26, 2015
To: Graduate Students, Deans and Department Chairs
From: Patrick Farrell
Subject: Injury and Sickness Insurance Subsidy Update

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Access to good insurance is essential for the health of our students. To this end, the University established a subsidy program to help eligible graduate students pay for student health insurance and a payroll deduction option to help students who wish to avoid one large payment (see below for deadlines and forms). Since the establishment of the subsidy program in spring 2003, more and more graduate students have received the subsidy and enrolled in the insurance program.

For 2015-2016, the annual premium for student only coverage will be \$1,875.00. To help eligible students, see criteria below, afford individual coverage, the University will provide a subsidy of \$932.50 for the 2015-2016 academic year. The out-of-pocket cost for their individual coverage will be \$942.50. Eligible students will receive a subsidy payment of \$466.25, minus the appropriate taxes for each semester during which they qualify. The subsidy will be paid at the end of each semester (with the December 15th and May 15th paychecks). NOTE: If your paychecks stop before these dates, you will not be eligible to receive the subsidy.

The subsidy program is an integral part of the University's commitment to providing our graduate students with a quality insurance program. This insurance covers the graduate student only and not his/her dependents. In order to help those students that require dependent coverage explore the dependent coverage available, University Health Plans, the University's insurance broker, will maintain a website that will list insurance companies that may provide coverage for dependents.

Criteria for Student Health Insurance Subsidy Program

The subsidy program is offered to graduate students who meet all criteria listed below on the payment subsidy date. PLEASE READ CAREFULLY:

1. Full-time or certified full-time graduate student. It is the student's responsibility to ensure that he/she is registered as full-time or certified full-time prior to the payment of the subsidy. Failure to do so without good cause will result in the loss of the subsidy payment.
2. Receiving assistantship or fellowship payments through the University payroll system.
3. Have paid their Lehigh student health insurance premium in full or are signed up for payroll deduction of premiums.

Enroll in the insurance program by submitting to the Bursar (1) a completed application for the insurance plan, (enrollment applications can also be found at www.universityhealthplans.com then click on the Lehigh University link), AND (2) payment, (check, cash, MasterCard, VISA, AMEX, proof of an approved pending loan, or payroll deduction form), before **September 9, 2015, (annual 2015/2016 coverage or coverage only for fall 2015 semester), and **February 5, 2016** (coverage only for spring 2016 semester). Students who are eligible to enroll for the fall semester and choose not to enroll are eligible to enroll for the spring semester only if the student has a "qualifying event" as described in the Student Health Insurance Brochure.**

All relevant forms are available at the Bursar's Office. Enrollment applications can also be found at www.universityhealthplans.com then click on the Lehigh University link. Payroll deduction forms may be found on the Lehigh University Controller's Office website www.lehigh.edu/~inctr/forms_payroll.shtml under Payroll forms.