OPT/AT Health Insurance Application Process

There are two e-forms that must be submitted via the iSSS BU system to apply for health insurance coverage while on OPT or AT. Follow these steps to obtain your coverage:

**Step 1:** The Services Home Page is displayed when you log in to iSSS BU. Select *Insurance and Finances* from the Left Navigation area:

![Services Home Page](image)

**Step 2:** Click on the *OPT/AT Health Insurance* icon on the Insurance and Finances page:

![Insurance and Finances](image)
**Step 3:** If you are applying for coverage for the first time, the **OPT/AT Health Insurance** page looks like the following. Click on the *Start a New Request* prompt:

![Start a New Request](image1)

**Step 4:** Each application is assigned a unique number. The date of the application and the number are displayed at the top of the page showing the two different e-forms required to complete the application process. Click on the **OPT/AT Health Insurance Application** prompt:

![OPT/AT Health Insurance Application](image2)
Step 5: The top of the next page shows your U.S. address currently on file with the ISSS office. If the address shown is NOT where you are currently living or is not filled in, you MUST submit a US Residential Address Update e-form:

Scroll down and enter the information in the **Coverage Request** section of the e-form (all fields are REQUIRED). Click the **Submit** button when you are finished:
Step 6: The **OPT/AT Health Insurance Application** e-form has been updated to “Pending Office Approval” status. You may log out of the iSSS BU system at this point:

You will also receive an email from intlins@binghamton.edu:
Step 7: Once the ISSS Health Insurance Team has reviewed and approved your request, you will received a second email from intlins@binghamton.edu. After you receive this email, you need to pay the fee with Student Accounts:

![Image of email from intlins@binghamton.edu]

Step 8: Log into iSSS BU. Perform Steps 1 and 2 to navigate to the OPT/AT Health Insurance page. Click on the prompt for the application you just submitted:

![Image of iSSS BU page with the OPT/AT Health Insurance application highlighted]
Step 9: The status of the **OPT/AT Health Insurance Application** is now “Approved”. Click on the **Verify OPT/AT Health Insurance Payment** prompt:

![Image of Binghamton University ISSS BU OPT/AT Health Insurance Application page]

**04/16/2020 [19800] OPT/AT Health Insurance**

Students on Optional Practical Training (OPT) or Academic Training (AT) may apply for health and accident insurance coverage. Their Student Account will be billed, and they must pay the bill before the insurance will be started.

- **E-Forms**
  - **APPROVED**
    - OPT/AT Health Insurance Application
  - **INCOMPLETE / DRAFT**
    - Verify OPT/AT Health Insurance Payment

- Secure Online Session

Step 10: Verify that you have paid the fee with Student Accounts and click the **Submit** button:

![Image of Binghamton University ISSS BU Verify OPT/AT Health Insurance Payment page]

**Verify OPT/AT Health Insurance Payment**

This e-form is used by F-1 students on OPT or J-1 students on AT to verify the International Health Insurance Fee on their Student Account has been paid.

See the **Health Insurance during OPT or Academic Training page** for additional details.

- By checking this box, I am verifying the International Health Insurance Fee on my Student Account has been paid in full.

![Image of Verify OPT/AT Health Insurance Payment page with submit button highlighted]

- Save Draft
- Submit

- Secure Online Session
Step 11: The status of the Verify OPT/AT Health Insurance Payment e-form has been updated to “Pending Office Approval” status. You may log out of the iSSS BU system at point:

You will also receive an email from intlins@binghamton.edu:

International Student and Scholar Services

E-Form Received - Verify OPT/AT Health Insurance Payment

Dear

Your Verify OPT/AT Health Insurance Payment has been received. You will be notified when it has been processed.

If you have any questions, contact intl.insure@binghamton.edu.

Thank you!

The Staff at ISSS

B00766443
Step 12: Once the ISSS Health Insurance Team has reviewed and approved your verification e-form, you will receive a second email from intlins@binghamton.edu. Congratulations! Your request for OPT/AT Health Insurance coverage is complete:

International Student and Scholar Services

E-Form Approved - Verify OPT/AT Health Insurance Payment

Dear [Name],

Your ‘Verify OPT/AT Health Insurance Payment’ E-Form has been approved. Enrollment in United HealthCare StudentResources is in process.

You should be able to access your new United HealthCare StudentResources card within 3 business days. United HealthCare StudentResources will send you an email (notifications@uncr.com) to confirm your enrollment is complete.

If you have any questions, contact intl.insure@binghamton.edu.

Thank you!
The Staff at ISSS

Step 13: If you want to apply for coverage the next month, log in to the iSSS BU system and repeat Steps 1 and 2. Be sure to click on the Start a New Request prompt to begin a new application: