

UNK Student Injury and Sickness Insurance Waiver Instructions

MyBLUE - International Insurance Processes

This waiver must be completed every semester. **The deadline for fall is January 26th, 2018, 5:00 P.M.**

If you have any difficulty with the waiver process, please see Dr. Zhang in International Student Services (Welch Hall, Room 102) with your specific question or concern.

There are two options below in **MyBLUE** for international students. You can process a waiver so you will not be charged for UNK Student Injury and Sickness Insurance, or you can request that your UNK Student Injury and Sickness Insurance card be sent to you immediately. Once you make a selection, this will begin the waiver process. **Please select carefully and only choose one and not both!**

BELOW ARE INSTRUCTIONS FOR WAIVING THE CHARGE FOR UNK STUDENT INSURANCE BECAUSE YOU HAVE PURCHASED INSURANCE FROM ANOTHER COMPANY.



1. Click on the Insurance waiver link as shown above by the red arrow.

Please allow pop-ups on your web browser before continuing.
To continue, select 'I Agree' and hit **Submit** to go to the Ascension website.

- 2 The page below will appear. Your login information may automatically carry over from MyBlue. If not, complete all three fields, and click on Login.

A screenshot of the Ascension Student Waiver Portal. The top left has the Ascension logo. The top right has a green button labeled 'STUDENT WAIVER PORTAL'. Below is a 'Welcome' section with the text 'Welcome University of Nebraska Kearney Students.' and 'Please enter your Last Name, Date of Birth, and Student ID to log in.' Below that is a 'Login' section with three input fields: 'Last Name:' with a hint 'As it appears in MyBlue', 'Date of Birth:' with a hint 'MM/DD/YYYY', and 'School Student ID:' with a hint 'Your NUID'. A green 'Login' button is at the bottom.

3. Click on Create

Ascension[™] STUDENT WAIVER PORTAL

Petition Selection FAQ/Links Contact Us Log Off

Waiver Petition Selection

Academic Year	Waiver Term	Description	Action
2014-2015	Fall 2014-2015	Available to Waive	Create

Click here

4. Make sure that you read and understand the terms of waiving your insurance before you click continue.

Check here

I understand and agree with the above statements

Click Continue...

5. On the next page, you need to complete the information and upload the scanned copy of your insurance policy. The policy must include your full name, dates of coverage and an explanation of coverage including deductible, major medical coverage, medical evacuation and repatriation of remains. The policy must be in English and amounts shown in U.S. dollar.

Ascension[™] STUDENT WAIVER PORTAL

Petition Selection FAQ/Links Contact Us Log Off

Student Information *(read Only)*

Student ID: NUID
First Name:
Middle Name:
Last Name:
DOB:

Email: LoperEmail
Alt Email:
Phone:
Alt Phone:

Insurance Information **1. Complete the information:**

Please click "Search" to find the name of your insurance company as it appears on your ID card.

Ins. Co. Name: Search...

Ins. Co. Phone:

Relationship to Primary Insured: Unknown

Primary Insured First:
Primary Insured Middle:
Primary Insured Last:
Primary Insured DOB:

This is only if your parent is the main holder of the policy. You can leave it as Unknown

Policy/Group Number:
Member/Sub ID:

Submit Documentation

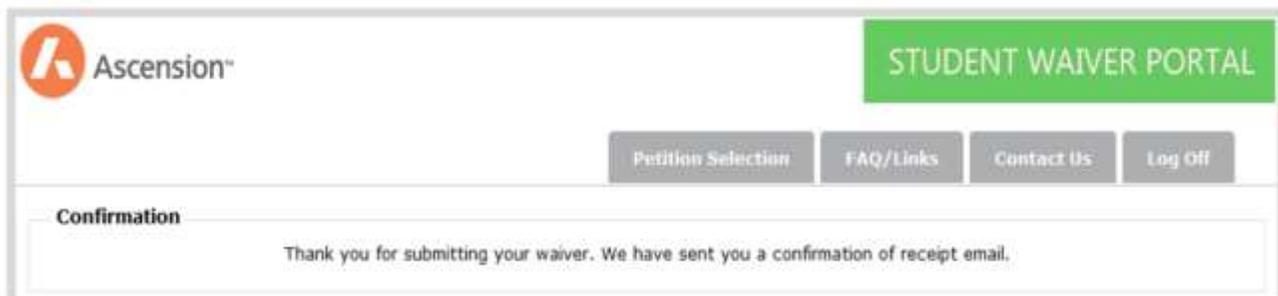
Uploaded Document Title	Date Upload
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To upload files click the button "Upload": Please note that we only allow the following file extensions to be uploaded; pdf, jpg, jpeg, gif, tif, png, gif, doc, and docx. Also note that the maximum file size can not exceed 8MB.

3. After you upload the policy, please click Submit Petition

2. Upload you

6. You will then receive this confirmation screen.



If you uploaded your insurance information successfully, you will receive an email from Ascension regarding your insurance waiver status. If the Ascension web site did not open, **please make sure you allow pop-ups on your web browser and try again.**

7. You can now close your MyBlue window.