

Health Insurance Waiver Instructions

All students registered for 9 or more credits are charged the school's health insurance fee. If you have your own comparable policy, you must waive the health insurance fee each academic year.

Complete the Waiver Process Now!

Electronic Waiver forms must be completed by the billing due date!

- 1) Log in to STCCnet Portal: https://stccnet.stcc.edu/student_services/studentfinancialservices/
- 2) Click the "**Health Insurance Information**" button under the "**Billing Questions**" Section
- 3) Click "**I want to waive my health insurance.**" link (Please Note: you will be redirected to the Gallagher Student website)
- 4) On the left side menu under **Student Access** Click on **Student Waive**
- 5) If you already have an account Log in
- 6) If you do not have an account:
 - a. Fill out the information under **Create Account**
 - i. **Please Note:** use your full 7 digit Student ID number including any leading zeros.
 - b. Go back to **Student Access** on the left side menu
 - c. Click on **Student Waive**
 - d. Click on **I Want To Waive**
- 7) Answer all the questions under the **Important Considerations & Coverage Requirements**. All questions must be answered.
- 8) Click the **Continue On** button for the next page. Please read carefully all the information on this page before filling out the form.
- 9) Fill out the **Student Information, Waiver Information, and Insurance Company Information**. Click on **Submit Form**
- 10) Please carefully review the information that you have provided and agree that it is complete and accurate.
- 11) Please click the **Confirmation Submission** button at the bottom of the page to process your request.
- 12) Click on **Confirm Submission**
- 13) Print your confirmation page as verification of successful completion
Please Note: It may take up to 3 Business days for the health insurance fee to be removed from your bill.
- 14) Once you successfully completed your waiver and printed your confirmation page, Log Out.

If you do not complete the health insurance waiver by the deadline, you will be enrolled in the school's plan and charged the health insurance fee.

Any questions on the waiver process, please contact Gallagher Koster at:
877-307-7847

<https://www.gallagherstudent.com>