



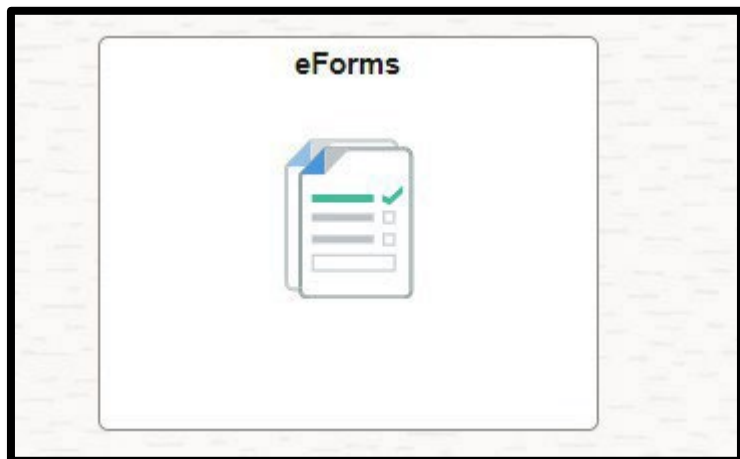
Student Business Services

How to Purchase Health Insurance

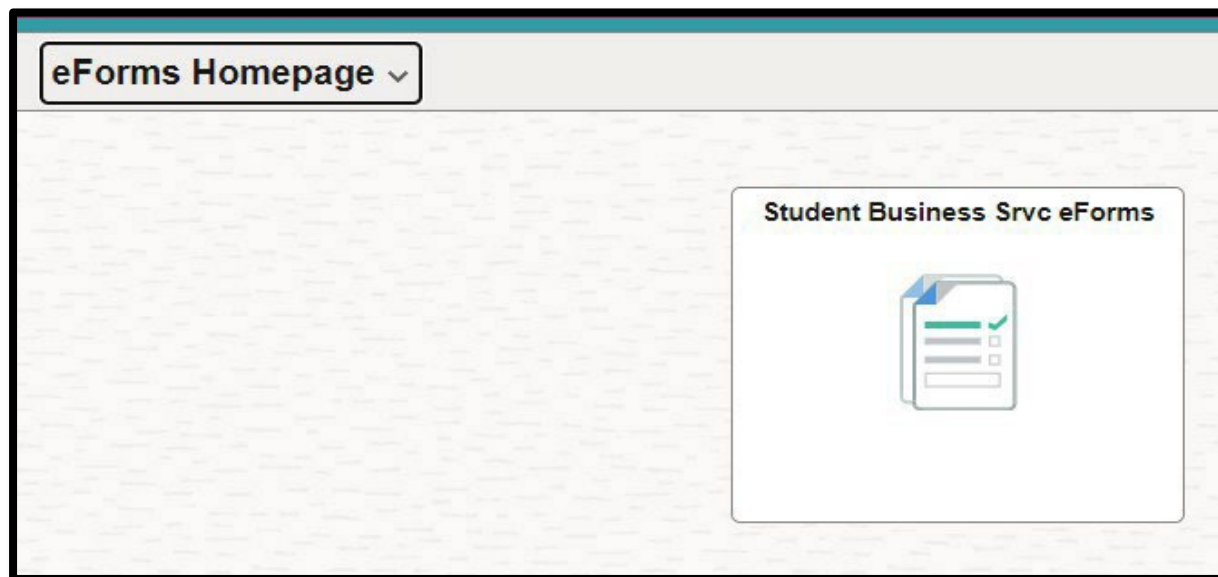
This tutorial covers how to purchase Health Insurance

Please note, if your student account is charged for student health insurance, your information will be submitted one week prior to the start of the term. Please allow 24-48 hours processing time, before receiving the email from United Health Care.

1. Please login to the [Chapman University Student center](#) and complete the following steps below.
2. On the Student Center homepage, select the "**eForms**" tile.



3. Click on "Student Business Srvc eForms".





Student Business Services

How to Purchase Health Insurance

This tutorial covers how to purchase of Health Insurance

4. Select "Purchase Health Ins. (optional)"

Student Business Srvc (SBS)

Landing Page

Master Payment Cntr(required)

Proof of Health Ins.(required)

Purchase Health Ins.(optional)

Purchase Health Ctr (optional)

Substitute W-9S (optional)

View a Submitted SBS eForm

Student Business Service eForms

Please contact Student Business Services if you should have any questions regarding the forms under SBS.

Email: ocbusn@chapman.edu

Phone: 714-997-6617

www.chapman.edu/sbs

5. Select "Yes" for the term(s) you want to purchase.

Available Terms for Student Health Insurance			
	Term ↑↓	Description ↑↓	Select Term ↑↓
1	2248	Fall 2024	Yes ☐
2	2254	Spring 2025	Yes ☐

6. Select "Yes" for the Acknowledgement and then "Submit". Your account will be charged, and you will be enrolled in United Healthcare (UHC) Insurance. An email will be sent to your Chapman email from UHC to create an account and download your medical insurance ID card.

Acknowledge and sign

Important Information

I acknowledge that my student account has a domestic (non P.O. Box) address on file. Please note, if we are missing this information, coverage cannot be reported.

I acknowledge that my student account has a valid Social Security Number and/or ITIN, if I am a non-international student.

I understand that coverage will be provided for the academic year and a new request form will be required for any subsequent years.

Date 07/17/2024

Form Action Items

Acknowledgement

1 Yes ☐ By checking the box, I understand and agree to the terms and conditions outlined. I understand charge is due and payable to my student account.

Submit