**MSU-Sponsored Health Insurance General Information
and
Instructions for Waiving Health Insurance Fee**

MSU-Bozeman requires all students registered for **six or more credits** to have some form of health insurance. Students are not automatically enrolled in the MSU-sponsored insurance plan, but will either elect or waive the insurance at the time of registration. Questions about the MSU-sponsored insurance plan should be directed to the Student Insurance Office at University Health Partners. Phone: 406-994-3199.

When students register on-line for classes, the first question will ask whether he or she wishes to accept or decline coverage. Students who elect to enroll in the MSU-sponsored insurance program will be charged the applicable semester fee as long as they register for 6 or more credits.

Students who accidentally accept the student insurance but wish to decline it should follow these steps:

1. Go to **www.montana.edu**
2. Click on **Students** at the top of the screen
3. Click on **MyInfo**
4. Click on **Log into MyInfo**
5. Log in using your **student ID number and PIN**
   (please remember to include the dash at the beginning of your ID number)
6. Click on **Student Services**
7. Click on **Registration > Add/Drop Classes**
8. Follow prompts to waive the insurance fee

A student who waives the insurance and then decides they want the insurance can have the insurance added by contacting the Student Insurance office.

The deadline to add or drop student insurance is the 15th class day.

The insurance fee **must be elected or waived on-line each semester** since the election or waiver will not automatically roll from Fall Semester to Spring Semester. Students not having on-line access to elect or waive insurance must contact the Student Insurance Office.

Student health insurance is only charged Fall and Spring Semesters but covers students year-round if elected both semesters.

If a student is registered for fewer than 6 credits and elects the health insurance, the health and dental fees must also be added to the student's account. If a student is taking fewer than 6 credits and wants to add health insurance, the student must make that request at the Student Insurance Office. Personnel from that Office will determine if the student may add the health insurance.