

Student Continuation of Insurance while on Leave of Absence

You have elected to continue student health insurance coverage while on a leave of absence (LOA) and agree that it is your responsibility to submit payment to the BCM Health & Benefits office for coverage. Coverage can be continued up to a maximum of 12 months while on an LOA. Please review the information below regarding your LOA coverage.

Payment of Coverage

Students have 31 days from their effective date of LOA to checkout with the Health & Benefits office. The first month of LOA coverage is \$67 (5 & 5 dollars). Payment may be made by cash, check, or credit card. Payment should be made to the Health & Benefits office.

Payments may be made by mail in the form of a personal check, money order, or cashier's check. Payments should be made to the Health & Benefits office.

Students are encouraged to pay their LOA coverage.

Payment made to the Health & Benefits office is for individual coverage only. Dependent payment will continue to be billed by Academic HealthPlans (AHP) through your personal bank account or credit card.

Termination of Coverage

Coverage will be terminated effective the 1st of the month if payment is late, not received, or when the student has reached the maximum 12 months of coverage. You must provide written notice to the Health & Benefits office.

Late Payment One Time Grace Period

In the event a student submits a late or no payment, a one time grace period can be requested by the student. The student will have 7 calendar days from the last day of the month to make payment.

Student name: _____

BCM ID: _____

In person payment can be made to the HR -Benefits office located at:

6624 Fannin St. Suite 1800
Houston, Texas 77030

Student name: _____

BCM ID: _____