



**Vanderbilt University  
Graduate and Professional Student  
Request for Termination of Health Insurance Coverage**

**Policy:** For the 2018-2019 policy year Vanderbilt University will allow eligible Graduate and Professional students who graduate at the end of the Fall Semester, to request a termination of coverage of the Student Health Insurance Plan. The request for termination of coverage must be received by December 31, 2018. No forms will be accepted after this date.

**Eligibility Requirements:**

- Student must have completed all degree requirements. The school Registrar will be contacted by Student Health for proof of graduation.
- Student must not incur claims with a date of service after December 31, 2018.
- If dependent(s) are covered under the student's policy, the dependent(s) must not incur claims with a date of service after December 31, 2018.

**Procedure for Students:**

- Complete and submit this Request for Termination of Health Insurance Coverage no later than December 31, 2018 to the On-Campus Student Insurance Coordinator at the Vanderbilt University Student Health Center, Zerfoss Building, or via fax to 615-343-0047.
- If the request for termination is approved, coverage will end on December 31, 2018 and the spring premium charge of \$1,581 will be removed from the Student's Account.

**Procedure for Student Dependents**

- If the student's termination request is approved, dependent coverage will also terminate as of December 31, 2018.
- If dependent premium was made by check, the premium return check will be sent to the address provided below.
- Please be aware that the return for dependent premium may take up to 3 weeks to process if premium return is made by check.
- If dependent premium was made via credit card, the premium return will be credited to the card used.

**Please Complete:**

Name \_\_\_\_\_ ID# \_\_\_\_\_  
(Last) (First) (MI)

Address \_\_\_\_\_

Telephone ( \_\_\_\_ ) \_\_\_\_\_ Email \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

I understand that by requesting this termination of coverage of the Student Health Insurance Plan my coverage will terminate as of December 31, 2018. I also understand that if I have any dependents covered under my policy that their coverage will also terminate on December 31, 2018. I also understand that any claims for benefits with a date of service after December 31, 2018 will be cause for disapproving my request for termination and I will be responsible for payment of the Spring 2019 premium. I further understand that because I have requested this termination of coverage that I will not be able to re-enroll in the Student Health Insurance Plan at any time during the remainder of the policy year.