

METROPOLITAN STATE UNIVERSITY REGULATIONS



Health Insurance Requirement for International Students and Visiting Scholars

University Policy #3000

Section 1. Policy

The United States does not have a national health care system available to nonimmigrant students; therefore, the cost of medical care is the responsibility of the student. Metropolitan State University (Metropolitan State) requires that all new and transferring international students and visiting scholars engaged in educational activities must purchase the Minnesota State Colleges and Universities System Student Health Plan unless they can provide written notification that their government or sponsoring agency accepts full responsibility for any medical claims that might occur. This mandatory program exists for the protection of international students and visiting scholars, and provides a health plan against financial hardship resulting from the need for medical attention.

Section 2. Authority

This policy is established in accordance with the Board of Trustees of the Minnesota State Colleges and Universities System.

Section 3. Effective Date

This university policy becomes effective immediately upon the signature of the president or designee and remains in effect until modified or expressly revoked.

Section 4. Responsibility

The responsibility for implementation of this university policy is assigned to the Vice President for Student Affairs.

Section 5. Payment of Health Insurance

It is the student's responsibility to insure health insurance payments are made to the Metropolitan State cashier. The cashier's window is located in the Founders Hall, Room 3. Payments by mail should be sent to:

Cashier's Office
Metropolitan State University
700 E. Seventh St.
St. Paul, MN 55106

A single insurance payment is made for an entire year, which ends in August. Students beginning school in fall semester will pay the full year's premium before registering for classes. New students beginning spring semester will pay spring and summer insurance premiums respectively before registering for classes. Students transferring, graduating or leaving Metropolitan State before summer term will obtain a refund for unused premiums by completing a departure form to be sent to the insurance company. All refunds must be initiated by the student by visiting the International Student Services (ISS) Office. Reimbursement for early departure can be arranged on an individual basis.

Section 6. Exemptions

Letter from the Embassy Official responsible for international students is required on an annual basis. A letter must be sent to the ISS Office at Metropolitan State University to the attention of the international student advisor. The letter must be signed by the Embassy officer responsible for that country's international students studying here in the United States.

The Embassy officer must:

- verify the existence of a health insurance policy for the particular named student studying in the United States, including coverage for hospital stays, laboratory tests and emergency room care, and repatriation, should the need arise;
- the verification must include the health carrier's name and policy number;
- acknowledge that it is the embassy's responsibility to notify Metropolitan State University in the event that the student named is no longer covered under the terms of the policy or that the policy has been materially altered or discontinued.

The letter described above must be typed on the official letterhead stationery of the Embassy in Washington, D.C., having been sealed by the appropriate Embassy officer. The letter must be presented to the ISS Office by the fifth (5th) day of classes or an exemption cannot be granted until the following semester.

Metropolitan State University reserves the right to require all students from a particular country to purchase the university's student health plan, if, in Metropolitan State's sole discretion, that country or its Embassy is unable or unwilling to provide comparable, consistent, comprehensive and timely coverage and payment.

Section 7. Review

This policy will be reviewed on an as needed basis.

Section 8. Signatures

Issued on this 21st day of August, 2003.

Dr. Esther Peralez, Vice President for Student Affairs

Dr. Wilson G. Bradshaw, President