



Student Health Services

All students leaving the University on an approved medical leave of absence have the option to remain on the Student Health Insurance Plan. **The student is responsible for taking the following actions to remain active on the plan.**

1. Obtain a recommendation for an approval for a medical leave of absence from Student Health Services.
2. Once approved by the appropriate dean, the dean is to notify Student Health Services.
3. The student is **only** eligible to remain on the Student Health Insurance Plan if they have completed a full 30 days of enrollment during their first semester at WU, or if they attended WU full time under the student health plan the semester prior to the leave request.
4. If enrolled for a full 30 days, the student does not need to take any action for the current semester to remain on the plan, and is eligible for full services at SHS. The referral requirement must be met and will not be waived.

If a student has not been enrolled for a full 30 days, but was covered under the Student Health Insurance Plan during the preceding semester, the student may still elect to purchase the insurance directly by contacting the Aetna Student Health. The Health Fee will be refunded

5. Each additional semester the student remains on a medical leave will require enrollment in the Student Health Insurance Plan.
6. The student is responsible to contact Aetna Student Health at 866-725-4403 to continue enrollment in the student health insurance plan. Failure to complete this step EACH semester the student remains on medical leave will automatically withdraw the student from the plan. This step must be taken by **September 26** and **February 19** of each semester. The student is eligible for 2 semesters of coverage while out on an approved medical leave of absence.
7. Upon re-enrollment into the plan the student is eligible for full services at Student Health Services. The referral requirement must be met and will not be waived.