



Standard Administrative Procedure (SAP)

26.99.01.L0.01 Student Health Insurance

First Approved: August 27, 2013
Revised: January 18, 2019
April 21, 2021
Next Scheduled Review: April 21, 2026

Procedure Statement and Reason for Procedure

This purpose of this SAP is to outline the procedures used by Texas A&M International University (TAMIU) to monitor compliance with [System Regulation 26.99.01, Student Health Insurance](#). This regulation exists to ensure that a student health insurance plan approved by The Texas A&M University System (System) is made available to all students and to ensure that all international students are covered either through this plan or an alternative equivalent plan.

Procedures and Responsibilities

1. PUBLICITY OF AVAILABILITY OF THE SSHIP

The Office of Student Health Services (SHS) has the responsibility of publicizing the availability of the System Student Health Insurance Plan (SSHIP) to all students. TAMIU posts availability of the plan on the [SHS website](#) and on the [Office of International Engagement \(IE\) website](#). Plan highlights are available at SHS in the Student Center, Room 125.

2. RESOLUTION OF INSURANCE CARRIER QUESTIONS RELATED TO PAYMENT OF CLAIMS

SHS staff will assist students resolve insurance carrier questions related to the payment of claims.

3. SPECIAL PROVISIONS RELATED TO INTERNATIONAL STUDENTS

All international students entering the U.S. with an F or J student visa/status are required to be covered under the SSHIP, have equivalent health insurance coverage as described below, or provide documentation that the System is not the student's visa sponsor. This includes persons who are attending the International Language Institute. For the purpose of health insurance, a student who leaves the U.S and maintains immigration status with an intent to return to the U.S. is considered a student who has entered the U.S. and must be covered by SSHIP. The designated officials are authorized to establish appropriate guidelines to ensure compliance with the mandatory health insurance requirements and to assess appropriate penalties when necessary.

- 3.1 Automatic Enrollment in the SSHIP: International students entering the U.S. with an F or J student visa/status will automatically be enrolled and charged for health insurance coverage in the SSHIP. The premium for the coverage is included in the student's tuition and fee bill. Membership cards will be distributed through IE. International students with an F or J visa/status can apply for a waiver of SSHIP by going through the approved SSHIP waiver process and providing proof of other health insurance coverage that is comparable to the SSHIP or providing proof that the System is not the student's visa sponsor. Regarding students for whom the System is the visa sponsor, if the alternative health insurance plan does not include medical evacuation and repatriation, a rider must be purchased providing coverage in equal amounts compared to the SSHIP.
- 3.2 Waiver of Automatic Enrollment: International students with an F or J visa/status who are employed in a benefits-eligible graduate assistant position are entitled to System employee group health insurance coverage. If they enroll under the System employee group health insurance program, they are not required to enroll in the SSHIP. If the student's System employee group health insurance is not active at the beginning of the student's initial start date, the student is required to enroll in SSHIP during those months. Those who are not enrolled in the System employee group health insurance program are subject to the provisions of Section 3.1 above.
- 3.3 International Students Not Enrolled in the SSHIP: International students not enrolled in the SSHIP are required to provide proof of health insurance coverage or proof that the System is not the student's visa sponsor, via TAMIU-designated guidelines for each semester in which they are enrolled. Those not covered under the SSHIP by virtue of a waiver approval shall notify IE of any lapse in alternative health insurance coverage or changes to visa sponsorship.
- 3.4 Notifications:
 - 3.4.1 After admission to TAMIU, incoming international students will receive notification from IE, explaining the requirements, regulations, and procedures related to maintaining health insurance coverage.
 - 3.4.2 IE will send an email to all international students prior to the start of each semester, updating them on the regulations and procedures related to maintaining their health insurance coverage.

Related Statutes, Policies, Regulations, or Rules

[System Regulation 26.99.01, Student Health Insurance](#)

Definitions

International Student – A non-United States resident enrolled in and attending a System member academic institution under an F or J student visa.

System Student Health Insurance Plan (SSHIP) – The group health insurance plan offered to students at each member academic institution to supplement the health services that may be provided under the student health fee. The plan includes optional coverage for students' dependents.

Contact Office

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