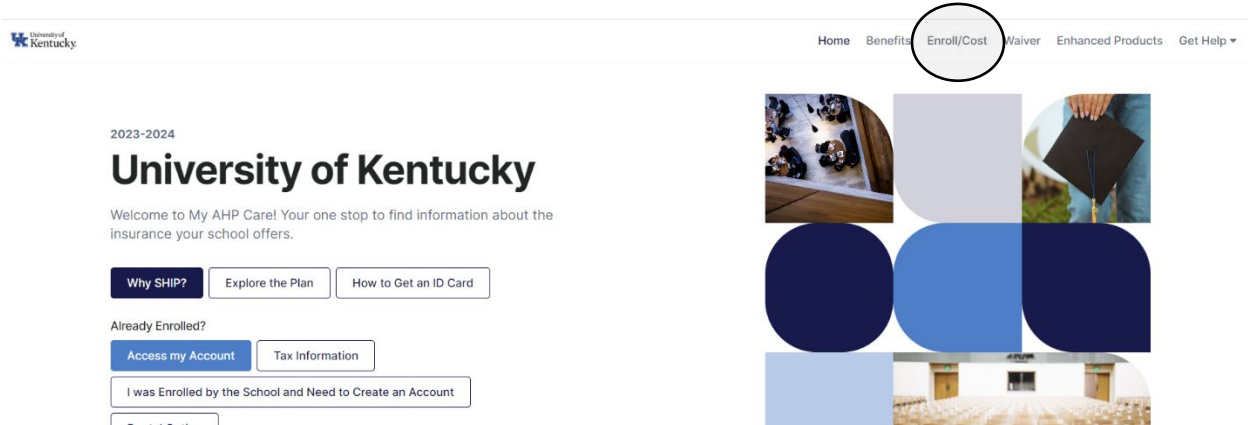
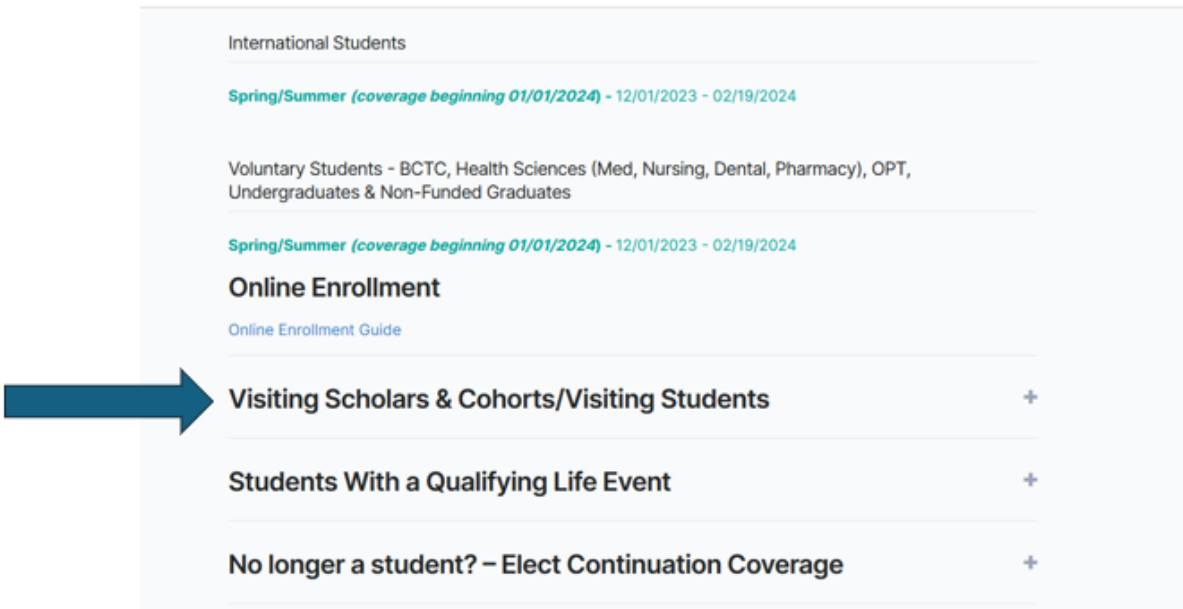


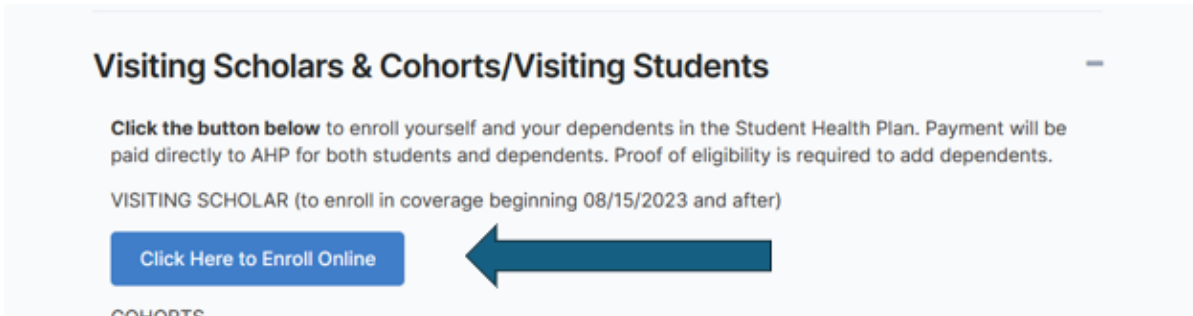
1. Visit the Academic HealthPlans website at <https://uky.myahpcare.com/> .
2. Locate the Enroll/Cost option in the upper right corner and click on it.



3. Scroll down the page and select "Visiting Scholar & Cohorts/Visiting Students" to reveal the enrollment links.



- Click the first "Click Here to Enroll Online" button under the Fall Coverage sub header.



- You will need to create a new account by creating your own Username and Password.

* If you must purchase health coverage before you have been assigned a UK ID number, use your 8-digit date of birth (for example: if your birthday is May 31, 1978, you would enter "05311978") to enroll in the plan. Once you use this number it will continue to serve as your ID number for the purpose of health insurance.

Getting Started

Account

Please sign in or create an account to continue.

Sign into Existing Account		Create a New Account	
Username	<input type="text" value="Username"/>	Username	<input type="text" value="Username"/>
Password	<input type="password" value="Password"/>	Password	<input type="password" value="Password"/>
Login	Forgot Username/Password	Email Address	<input type="text" value="Email Address"/>
		Student ID (8 digits, exclude leading 9)	<input type="text" value="Student ID"/>
		Date of Birth	<input type="text" value="mm/dd/yyyy"/>
Create Account			

6. Click on “Start a new Enrollment Session”.
7. Read over the Terms and Conditions that you must agree to. Check the box stating that you understand and click “Next”.
8. Select your Campus or Program as Visiting Scholar. Click Next.
9. From the drop-down menu select Visiting Scholar. Click Next.

The screenshot shows a web interface for 'Coverage Details'. At the top, there are navigation buttons: '< Previous' on the left and 'Next >' on the right, with a green progress bar between them. The main heading is 'Coverage Details' with a sub-heading 'Plan Type'. Below this is a form titled 'Please select your Student or Plan type:'. Inside the form, there is a dropdown menu labeled 'Type:' with 'Visiting Scholar' selected. Below the dropdown, there is explanatory text: 'This enrollment process is for Visiting scholars enrolling in the UKY Student Health Insurance plan. You will also have the option to enroll your dependents at this time for the same coverage period. If you choose not to add dependents at this time, the only other option would be through a qualifying event.' This is followed by another paragraph: 'Dependents must be eligible dependents and supporting documentation will be required as an attachment during this online process. For details on eligible dependents and required documentation refer to the Enrollment TAB under [Dependent Eligibility and Verification](#).' At the bottom of the form, there is a red note: 'Note: be sure to have the required Dependent's documentation ready before proceeding.'

10. Select your applicable coverage period. You may purchase multiple coverage periods on the same day, however, each period requires a separate transaction.
11. If you do not have any dependents to add to your coverage, click Next.

If you need to add a dependent (spouse or children) to your plan, click Add Dependent, enter their information, upload the required documents, and then click Next once finished.
12. Enter your demographic information. It is preferred that you use your university email address as your preferred email. Click Submit Demographics.
13. Click Submit Order. Complete your order by providing payment information and submitting. You will receive a confirmation email upon completion.