

LAMAR UNIVERSITY
MANUAL OF ADMINISTRATIVE POLICIES AND PROCEDURES

SECTION: Student Affairs

AREA: Student Health

Health Insurance Requirement for International Students
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I. POLICY

- A. All international students must purchase the student insurance plan provided by Lamar University except for sponsored students and those students who request a waiver because they are insured through a plan provided by an employer in the United States.

II. PURPOSE AND SCOPE

- A. This policy meets and exceeds the Code of Federal Regulations Title 22, part 62, section 14 regarding students with a J1 visa.¹
- B. This policy meets and exceeds the Texas State University System (TSUS) policy regarding international students having medical insurance.²
- C. The purpose of this policy is to meet federal requirements for J1 students and to ensure that all international students obtain and maintain Affordable Care Act-compliant health insurance that will prevent financial hardship due to the high cost of medical care in the United States.

III. DEFINITIONS

- A. **International students.** Students at Lamar University who are attending with an F1 or J1 visa status.
- B. **Insurance waiver.** This waiver relinquishes the right to purchase the student health plan.
- C. **Sponsored students.** Students whose home government provides the student with health insurance and provides a letter of financial guarantee to Lamar University.

IV. POLICY ROLES AND RESPONSIBILITIES

- A. Lamar University Student Health Center (SHC)
 - 1. Manages the student insurance plan and the waiver process for students covered by an insurance plan provided by a U.S. employer.
- B. Lamar University Office of International Education and Services (OIES)
 - 1. Manages enrollment of international students in the insurance plan.
 - 2. Manages the students who are sponsored by their home country.

Health Insurance Requirement for International Students

3. Verifies the enrollment list and invoice from the insurance broker.
4. Approves payment of invoice.

V. PROCEDURES

- A. In the fall and spring semesters, the Insurance Fee is automatically added to the student's account when the student registers for classes. For students starting classes in the summer terms, the Insurance Fee is manually added at the direction of the OIES.
- B. The OIES will notify Cashier Services to remove the Insurance Fee from the accounts of sponsored students.
- C. The OIES will submit enrollment lists to the insurance broker to enroll students in the health plan.
- D. The SHC will confirm the coverage of students requesting waivers and verify those students have purchased adequate emergency medical evacuation and repatriation of remains coverage if not provided by their employer-provided plan. The employer-provided plan must meet the requirements of the Affordable Care Act. The SHC will then notify Cashier Services that the Insurance Fee can be removed.

VI. REFERENCES

¹Code of Federal Regulations, 22 CFR 62.14. <https://www.ecfr.gov/current/title-22/section-62.14>

²Texas State University System (2024), *TSUS Rules and Regulations*, p. IV-20.
<https://www.tsus.edu/about-tsus/policies.html>

VII. REVIEW AND RESPONSIBILITY

Review Schedule: Every three years on or before September 1

Responsible Parties: Vice President for Student Affairs
Associate Vice President for Student Affairs
Vice President for Operations and Chief Financial Officer

VIII. APPROVAL

Dr. Freddie Titus	11/26/2024
Vice President for Student Affairs	Date
Mark Robinson	12/09/2024
Vice President for Operations and Chief Financial Officer	Date
Dr. Jaime R. Taylor	12/10/2024
Lamar University President	Date

POLICY LOG

Version	Date	Description of Changes
1	11/10/2024	Version completed.
	12/10/2024	Version approved by President.