1. Graduate Assistants that lose their health insurance coverage due to Graduation, End of Appointment, Resignation or Leave without Pay are allowed to maintain continuation of coverage for a maximum of 6 months.

2. There is no continuation option for the dental insurance; this coverage will end the last day of the month that the Graduate Assistant leaves ISU due to Graduation, End of Appointment, Resignation or Leave without Pay.

3. The Graduate Assistant and all members of their family, who were enrolled in the program at the time of the qualifying event, are eligible to continue the health insurance.

4. Eligible dependents are dependents that were covered under the ISU Student & Scholar insurance plan the day before the qualifying event. A dependent may not be added at this time; however, a dependent may be discontinued by selecting a self only coverage.

5. Continuation coverage will begin the day following the termination of the active plan.

6. In order to continue the health insurance coverage, a completed **Continuation of Coverage Enrollment Form** must be completed and returned to ISU Student & Scholar Insurance Office within 60 days from the termination date of your coverage.

7. The cost of continuation coverage is outlined on the Continuation of Coverage Enrollment Form.

8. If **continuation coverage is elected**, the premiums will be charged to the student’s University Bill. The first billing will include all retroactive premiums back to the termination date of the Graduate Assistant insurance.  *Note:* Monthly premiums are **not** pro-rated; entire month premium is charged.

9. Payments will be made to the University Bill according to the ISU Accounts Receivable guidelines.

10. If payment is not received by ISU Accounts Receivable by the scheduled due date the coverage will be cancelled and **cannot be reinstated**.

11. Continuation coverage may be reduced or eliminated for any of the following reasons:
   a) Iowa State University no longer provides insurance coverage to students.
   b) You do not pay the continuation coverage premium on time.
   c) You become covered under another insurance plan.
   d) You become eligible for Medicare.

12. To **Discontinue** enrollment in the continuation coverage prior to the end of the 6 months of eligibility, the student must notify the ISU SSHIP office by email at isusship@iastate.edu.

13. If the Graduate Assistant losing coverage is **still a registered student** at Iowa State:
   a. **International students** will be assessed the insurance fee automatically to their University bill. They do not have to complete any enrollment.
   b. **Domestic students** must complete an Undergrad/Graduate Student Enrollment form and the fees will be assessed to their University bill.