



# STUDENT HEALTH INSURANCE ENROLLMENT GUIDE



# How to logon to the Student Health Insurance enrollment

- 1. LOGON TO THE SYSTEM: Open a browser session. Type the link: <u>my.uaeu.ac.ae</u>
- 2. In the "sign in" screen enter your user name and password.
- 3. Select eservices:



4. Access to Student Health Insurance enrollment

URLEU eServices الإمارات العربية المتحدة United Arab Emirates University	
Personal Information Student Search Go MAIN MENU	
Welcome, Shaima Y. Kayali, to the Self Service Banner! Last web access on Dec 21, 2015 at 10:45 am <b>Personal Information</b> View addresses and phone numbers, emergency contact information, directory profile, and available surveys.	
Student and Financial Aid     Apply for Admission, Register, View your acade his records and Financial Aid	
RELEASE: 8.5	

STUDENT AND FINANCIAL AID	
» Registration	
Check your registration status, class schedule and add or drop classes	
Student Records View your holds, grades, transcripts and account summary	
» Student Account	
» Student E-Payment	
» Part Time Student Payment Part Time Work Sheet Entry	
» Al-Ain Gate Permit Entry Requst Alain Gate Permit Entry Request	
» Student College Transfer Student College Transfer	
Student Financial Aid Request     Apply for Financial Aid and View	
» Specialization Student Specifization	
» Request Electronic Documents	
» Special Needs Request Special Needs Online	
» Withdrawal and Clearance Withdrawal and Clearance Request	
» Leave of Absence (Reg. Postpone)	





United Arab Emirates University				
Personal Information Student				
Search Go				
STUDENT HEALTH INSURANCE ENROLMENT				
Renew Health Insurance Card				
Report Lost Card				
My Pending Request (Amend/Cancel)				
My Request(s) History				

### **Insurance card is issued upon categories**

- 1. Category 1 (National: Thiqa)
- 2. Category 2 (Mother national GCC: Thiqa)
- 3. Category 3 (Mother national not GCC: Thiqa)
- 4. Category 4 (Sponsored by UAEU : DAMAN)





### **Required Documents**

1. UAE National Students	2. Students of UAE National Mother - GCC Students	3. Students of UAE National Mother - Non GCC Students	4. International Students Sponsor: UAEU	
Card Type: Thiqa	Card Type: Thiqa	Card Type: Thiqa	Card Type: DAMAN	
Documents required:	Documents required:	Documents required:	Documents required:	
<ol> <li>Valid passport copy</li> <li>Family Book copy</li> <li>Copies of both sides of Emirates Identity card</li> <li>Photograph</li> <li>Application form</li> </ol>	<ol> <li>Valid passport copy</li> <li>Mother's passport copy</li> <li>Mother Family Book copy</li> <li>Photograph</li> <li>Birth certificate</li> <li>Copies of both sides of Emirates Identity card</li> <li>Undertaking Letter</li> <li>Court Certificate</li> <li>Application form</li> </ol>	<ol> <li>Valid passport and resident visa copy</li> <li>Mother's passport copy</li> <li>Mother Family Book copy</li> <li>Photograph</li> <li>Birth certificate</li> <li>Copies of both sides of Emirates Identity card</li> <li>Undertaking Letter</li> <li>Application form</li> </ol>	<ol> <li>Valid passport copy</li> <li>Valid Visa or entry permit</li> <li>Medical fitness certificate</li> <li>Photograph</li> <li>Copies of both sides of Emirates Identity card or receipt</li> <li>Application form</li> </ol>	

#### قطاع شؤون الطلبةوالتسجيل UAEU Division Of Student Affairs & Enrollment



### **Submit Request:**

- To submit a request, based on the category you belong, choose the option
- Click on "select" button you will be directed to upload the required documents

RENEW HEALTH INSURANCE CARD				
Kayali, Shaima Yahya [201250134]				
👎 Important Notes:				
<ul> <li>You are required to provide b</li> <li>Allowed documents formates</li> <li>Your request will be reviewed</li> <li>You should be informed when</li> </ul>	velow infomation and documents. : and size: photo (JPEG, maximum size 500KB), rest documents (PDF, maximum size 2MB). 3 by UAEU Student Health Insurance Department and then forward it to the Insurance company to issue the card. n all processes are completed.			
Your Card Information				
Card Type/Name:	Daman			
Card Number:	1619175			
Effective Date:	13-May -2015			
End Date:	23-December -2015			
Required Information				
Contact Number:	055 386032			
Passport:	Browse			
Residency Visa:	Browse			
Photo:	Browse			
Facilitation ID:	JPEG, maximum alec 500KS			
cinirates 10;	Browse			
Medical Clearance Letter:	Browse			
Remark:				
	^			
Back Submit				
Source	1			
RELEASE: 8.5.2				
RELEASEI 01512				





# **Email notification**

## Email notification will be sent to the student when the

# request is approved, rejected or completed.