STUDENT HEALTH INFORMATION GUIDELINES

INFORMATION FOR STUDENTS EXITING FOR HEALTH REASONS

1. Upon exiting for health reasons, a Student Support (ST) hold will be placed on your account. This hold prevents future registration, but will be lifted upon successful completion of the return process.
2. In order for your return to be considered, you should receive treatment from a qualified health care provider appropriate to the issue(s) that necessitated your exit.
3. If there is not sufficient time to receive appropriate treatment between your exit date and the beginning of the following semester, you may be asked to wait an additional semester before returning.
4. When you are ready to return to The New School, please notify the university in writing. You may send this notice to the Student Support office at studentsupport@newschool.edu.
5. In some cases, you may be asked to wait to submit return documentation until closer to the start of the semester. While this may cause a delay, you will still be able to register for classes upon successful completion of the return process.
6. The return documentation should be written by the health care professional(s) that provided your treatment, and should clearly address the following points:
    - Dates of treatment and diagnosis
    - Course of treatment and prognosis
    - Statement of professional opinion that you are ready to return to school
    - Any ongoing treatment recommendations to support readiness to return
    - Indicate permission from you to obtain additional information pertinent to your return
    - The letter should be sent to studentsupport@newschool.edu or sent by fax to 212-229-9217.
7. Academic questions and concerns should be discussed with your academic advisor or other appropriate department personnel.

STUDENT HEALTH INSURANCE INFORMATION

EXITING BEFORE THE CURRENT SEMESTER INSURANCE WAIVER DEADLINE:

- You will receive a full refund of the Student Health Insurance Fee as long as no claim against the Student Health Insurance Plan has been paid (e.g. a claim submitted to the insurance company by a doctor, hospital, lab, pharmacy, etc., for payment of services rendered). Any claim received by the insurance company after you have been removed from the insurance roster will not be paid.
- **YOU MAY OPT TO REMAIN COVERED** in the Student Health Insurance Plan for the remainder of the semester **only** by notifying Student Health Services at 212-229-1671, option 3. *(Please note this is only an option for students exiting for health reasons).*

EXITING AFTER THE CURRENT SEMESTER INSURANCE WAIVER DEADLINE:

- You will NOT receive a refund of the Student Health Insurance Fee if a claim has been paid prior to your removal from the insurance roster. You will then remain covered for the remainder of the current semester policy period.

IMPORTANT DATES AND DEADLINES FOR 2012-2013

Fall 2012 Insurance Waiver Deadline = September 25, 2012

Spring 2013 Insurance Waiver Deadline = February 25, 2013

Fall Period of Coverage = August 20, 2012 to January 14, 2013

Spring Period of Coverage = January 15, 2013 to August 20, 2013