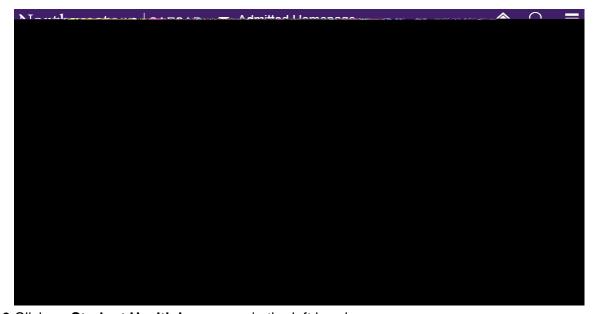
## Instructions for Enrolling in the Northwestern University Student Health Insurance Plan (NU-SHIP)

Follow the instructions below to *enroll* (or confirm your annual re-enrollment), in the Northwestern University Student Health Insurance Plan (NU-SHIP) via CAESAR. For more information on student health insurance, visit us at: <a href="http://www.northwestern.edu/student-insurance/">http://www.northwestern.edu/student-insurance/</a>.

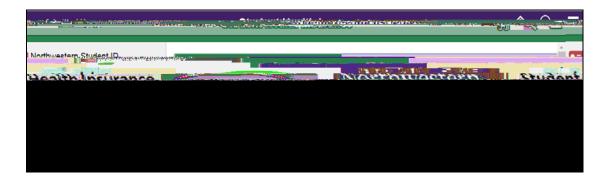
Please note: Northwestern University requires all degree-seeking international students – students holding a J-1 or F-1 U.S. visa – to maintain enrollment in the NU Student Health Insurance Plan (NU-SHIP) for the entire time they are studying at Northwestern).

**Step 1** Navigate to the CAESAR login page, <a href="https://caesar.ent.northwestern.edu">https://caesar.ent.northwestern.edu</a> and sign-in using your Northwestern NetID and password. The CAESAR homepage appears.

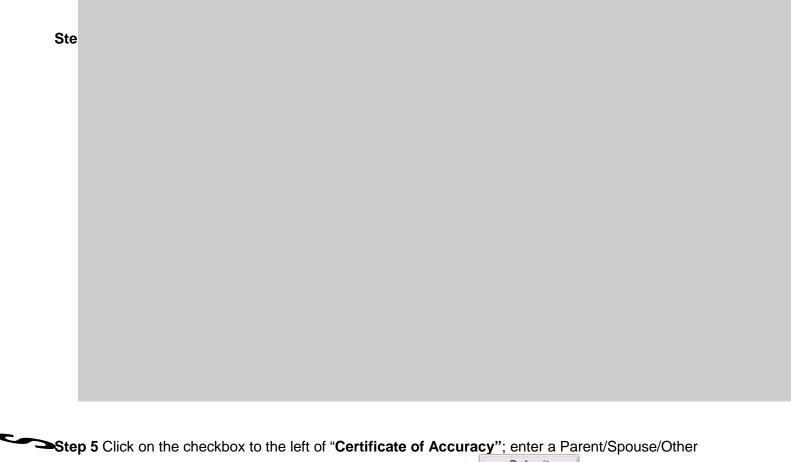
Step 2 On the CAESAR Homepage, click the Profile tile.



**Step 3** Click on **Student Health Insurance** in the left hand menu.



The **Northwestern Student Health Insurance** page appears. Review the Northwestern insurance requirements before proceeding.



Submit Email Address in the box provided (if desired) and press

Step 7 Congratulations – you have successfully enrolled in the NU Student Health Insurance Plan!

Press Printer Friendly Page to print a copy of your enrollment for your records; press to return to your CAESAR home page or press to change your selection.

- Please note: all modifications must be made by the enrollment deadline for your term of entry (October 1 for Fall enrollees).
- Full plan details are available in the Plan Details & Benefits Summary brochure (pdf).

Step 8 To ensure account security, when you have completed your transaction, from the top right of the CAESAR banner, click and select Sign Out. Close your browser.

To review your bill on CAESAR (note: the billing cycle runs