

**UNDERGRADUATE/GRADUATE STUDENTS
STUDY AND TRAVEL ABROAD
MEDICAL BENEFITS AND TRAVEL INFORMATION**

**STUDENT HEALTH PLAN
AETNA STUDENT HEALTH
PLAN #: 812847**

The Student Health Plan (SHP) is mandatory for all enrolled Princeton University graduate students. The SHP is in effect year-round and worldwide. You should always keep your SHP card with your plan information and ID number with you.

Eligible expenses are subject to a \$200 deductible per plan year (August 1 to July 31). Following satisfaction of the deductible, the SHP pays 70% of eligible, usual and customary, or reasonable charges (UCR). Annual out-of-pocket expenses over \$5,000 will be reimbursed at 100 percent of UCR. Please review our web site for other details about the Student Health Plan at <https://uhs.princeton.edu/student-insurance>

Note: The SHP does not make direct payment to providers for health care costs outside of the United States.

It will be your responsibility to make arrangements for payment or credit until the claim is handled by the SHP. Your health plan identification card has the address and phone number for the Student Health Plan Office at Princeton University and for Aetna Student Health, our claims administrator. Providers can contact either office directly in order to verify coverage and policy provisions.

Claim Procedures:

You can file claims with Aetna electronically, by mail or fax.

- **To mail or fax a claim**, complete the [Aetna Student Health Claim](#) form.
- Attach the original medical bills with a translation of services if the bill is not written in English (keep copies for your records). All bills should include your name and ID number, date of service, itemization of services rendered, charge, and diagnosis.
- **If your bill is from a provider outside of the United States, please give a currency conversion rate at the time of service and translate any required information.**

Forms and bills should be sent to:

**Aetna Student Health
P.O. Box 981106
El Paso, TX 79998**
Toll-free number: 1 (877) 437-6511 (Calling inside of U.S.)
1 (617) 218-8400 (Calling from Outside of U.S.)
Fax Number: 1 (859) 455-8650

- **To electronically file a claim**, fill out the [Aetna Student Health Claim](#) form, save and download to your computer and follow these [instructions](#) for electronic submission. Alternately, you can download the form to your computer, fill it out and save prior to uploading to the Aetna member website.



BEFORE YOU GO - INFORMATION AND TRAVEL TIPS

Immunizations:

It is extremely important that you have University Health Services check your immunization record before you travel abroad. They will update immunizations and administer special vaccinations, e.g., Yellow Fever. Please note that some countries now require results of an HIV test. Be sure to check your application forms. Make a Travel Health appointment within 4-6 weeks prior to departure. Please review [Travel Health and Safety](#) information on our website.

Health Form/Physical:

Some countries require you to have a Certificate of Good Health or other physical exam requirement including laboratory tests and x-rays. Be sure to check your application/travel requirement forms. It is extremely important that you schedule appointments for these procedures at least 4-6 weeks prior to departure. Make an appointment by calling McCosh Health Center at (609) 258-3141. See the enclosed Travel Abroad flyer from UHS for additional information.

Student Health Plan Office:

We ask that you contact the McCosh Health Center Student Health Plan Office before you leave if you have further questions or concerns. You can obtain a claim form from the UHS website at <https://uhs.princeton.edu/student-health-plan#claims> or the Aetna web site at: www.aetnastudenthealth.com. Claims will not be processed without complete information, and we want to help avoid needless delays in getting your reimbursement for medical expenses. Please contact us at least two weeks before you leave.

**Princeton University Health Services
McCosh Health Center
Student Health Plan Office
shpo@princeton.edu
Telephone: (609) 258-3138**

For additional travel abroad/immunization information, check out the CDC Internet page “Travel Information” at <http://www.cdc.gov/travel/travel.html>.

