

Dear Amherst College Student,

Greetings from Gallagher Student Health, a valued partner of Amherst College. This email contains important information about your health insurance options for the XXXX-XXXX academic year.

All eligible students are required to take action on their health insurance to ensure they have adequate health care coverage in the Amherst, MA area. Eligible students include:

- All full-time students
- All  $\frac{3}{4}$  of full-time students

You are required to complete the online Enrollment or Waiver form to inform Amherst of your decision.

### **How do I login to my Gallagher Student Health Account?**

Gallagher Student Health can be accessed by visiting [www.gallagherstudent.com/Amherst](http://www.gallagherstudent.com/Amherst). You will need to create a new account to login. You would have received an email from Gallagher Student Health to your Amherst email in mid-July or mid-December with a temporary password. Click on the link provided in the email and insert the temporary password. *(If you did not receive a temporary password, you can choose the 'Forgot your password?' option on the login page. Your Amherst College email is your user ID).* Once you login, click the ENROLL or WAIVE button to take action on your student health insurance.

If you plan to waive, check with your current insurance to be sure it provides access to doctors and services in Amherst and that it is fully compliant with the Affordable Care Act.

### **The enrollment/waiver deadline is notated on the Amherst College Website.**

Please note, even if you waive, Voluntary Dental Insurance is available to all students on our website at [www.gallagherstudent.com/Amherst](http://www.gallagherstudent.com/Amherst).

Please do not hesitate to contact Gallagher Student Health & Special Risk if you need assistance.

Sincerely,  
Gallagher Student Health & Special Risk

1. An email with the subject: "Verify Your Gallagher Student Health Account" is sent to you from notifications@gallagherstudent.com with a 'click here' link and temporary password.

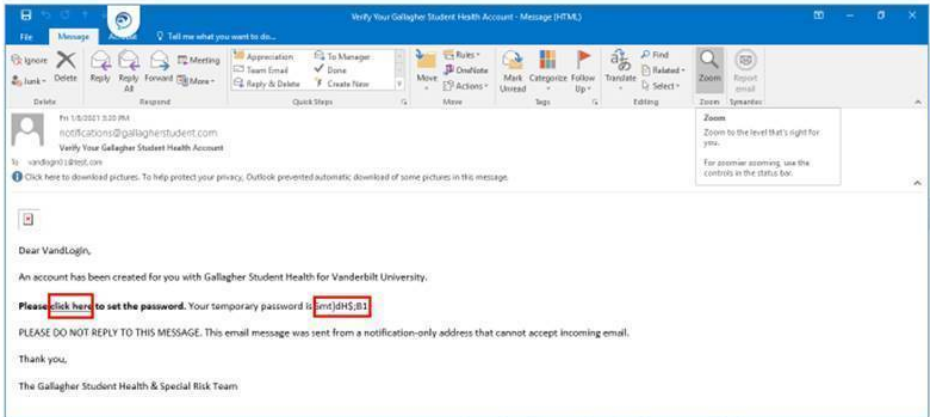


Figure 2-11: Sample GSH Email with Link and Temporary Password

2. Highlight the temporary password, then press **CTRL-C** on your keyboard to copy it.
3. Click the **click here** link and you are directed to the Student Portal to change the temporary password:



Figure 2-12: Student Portal Reset Password Form

4. **CTRL-V** to paste the temporary password into the first field. Enter the new password twice, and click **SUBMIT**. A confirmation message displays:

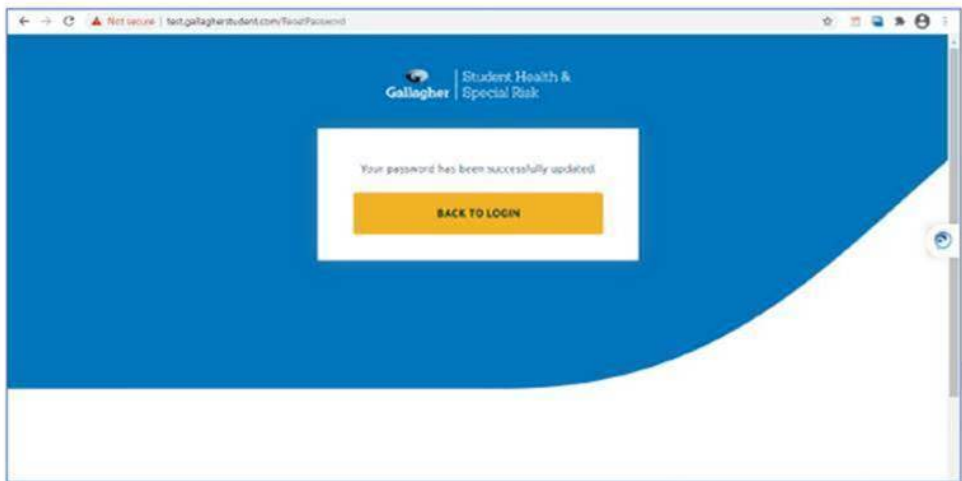


Figure 2-13: Confirmation Message for Updated Password in the Student Portal