

Tips for Filling out the WPS Enrollment Form for your Dependent(s):

- Section 1: Reason for Application
 - Check the box “Adding a Dependent” and enter your dependent’s name and information.
 - Check the box “Addition due to Marriage” or “Addition due to Birth” or “Addition due to Adoption” and enter the date of the event.
 - Check the box “Addition due to Other” if you are enrolling your dependent(s) during the open enrollment period or if your dependents have just arrived to the U.S.
- Section 2. Information about You (Applicant)
 - Enter your name and information as the F-1 or J-1 student
 - If you do not have a Social Security Number, you can write “NA”.
- Section 3. Information About Your Family
 - Enter information about your dependent(s) in this section.
- Section 4: Notice to Student/Signature
 - You should sign and date the form.
- Section 5. Coverage Election
 - Enter the start and end dates for the coverage.
 - Plan Choice – select “International Student Plan”
- Section 6: Information About Other Medical Coverage
 - Enter information about any other health insurance policies for which your dependents are enrolled.
- Section 7. Payment Information
 - Enter your payment information because you will pay WPS directly for your dependent’s policy. The bill does not go through your Edgewood account.
 - You can pay by check or credit card. If you are paying by credit card, enter your email address and someone from WPS will contact you with a secure way to pay online.
 - Mail the form to WPS to the address listed on the form.
- If you have questions, contact WPS or the Center for Global Education.

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