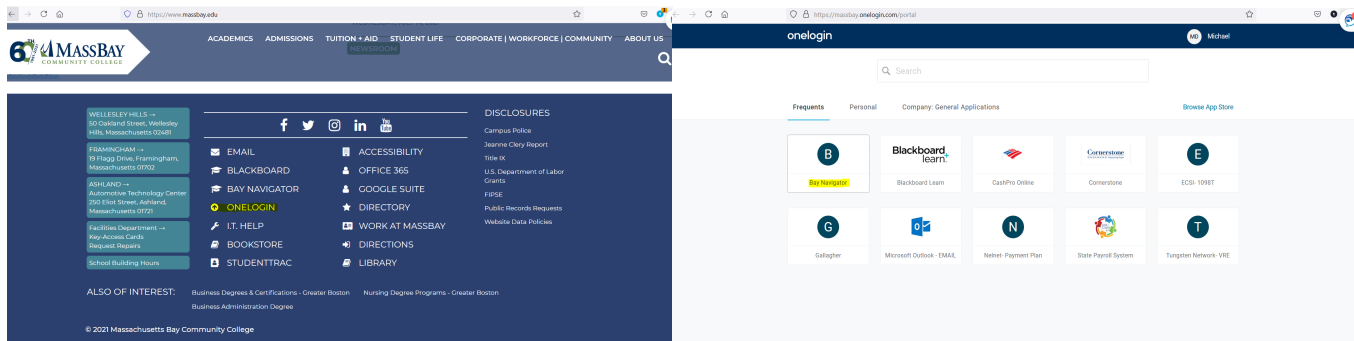
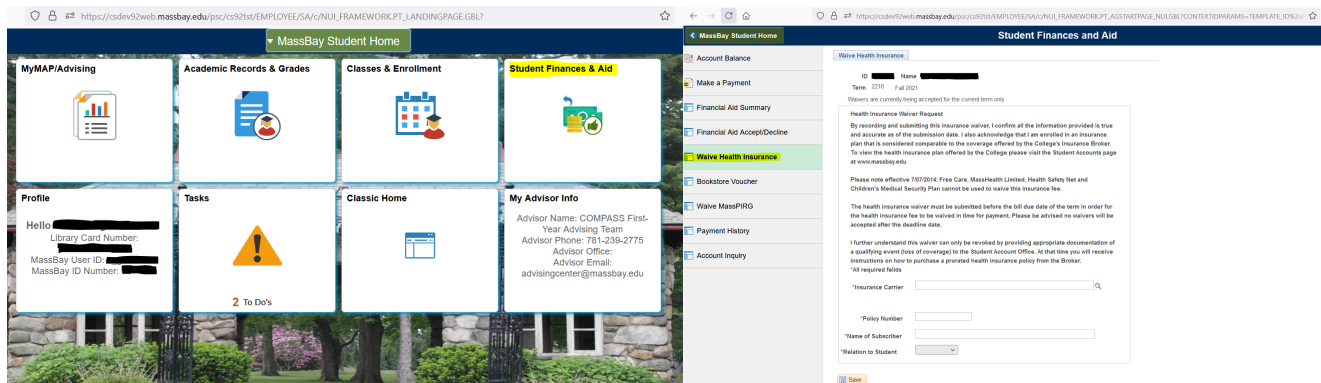


Health Insurance Waiver Instructions

Login to your **One Login** account at <http://massbay.edu> and access your **Bay Navigator** tile.



Once within Bay Navigator, select the **Student Finances & Aid** tile and then select **Waive Health Insurance**



Complete the waiver by providing your insurance carrier, policy number, name of subscriber, and relationship to subscriber.

- If your insurance provider is not available from the dropdown menu, select **Other** (from the dropdown menu on the right) and proceed to input your provider name
- Under **Name of Subscriber**, include individual name that holds the policy (parent name if under parent)
- Under **Relationship to Student**, include Parent if under parent or Self if this is your policy

Be sure to select Save once done to save the health insurance waiver and to waive the charge from your account

This is a screenshot of the 'Waive Health Insurance' form within the MassBay Student Home. The form is titled 'Waive Health Insurance' and includes a 'Save' button at the bottom. The form fields are as follows: ID (2216), Name (Fall 2021), Insurance Carrier (Blue Cross Blue Shield), Policy Number (XXXXXXXXXX), Name of Subscriber (John Doe), and Relationship to Student (Parent). The form also includes a 'Health Insurance Waiver Request' section with a text area for the student to confirm the waiver and a 'Please note effective 7/07/2014' section with a text area for the student to provide documentation of a qualifying event.