

# FSU Health Compliance Checklist

## 1. Health History Form

- Find it at [www.tshc.fsu.edu](http://www.tshc.fsu.edu) or [www.healthcenter.fsu.edu](http://www.healthcenter.fsu.edu) - first document on the FORMS page.
- Fax it to 850-644-8958.  
**OR**
- Mail it to Health Compliance Office, PO Box 3062140, Tallahassee, FL 32306-2140.  
**OR**
- Bring it to room 138, Thagard Student Health Center. Forms turned in on Orientation day may take up to 5 days to process.
- Every student enrolling in FSU must submit this form **one time**. If you were an FSU undergrad this should already be on file. You may call 644-3608 to verify if you are not sure.
- **REMEMBER TO SIGN THE FORM ON PAGE 2!**

## 2. Proof of Immunizations

- It is page two of the health history form.
- Two MMRs (measles, mumps, rubella) must have been given **AFTER** the first birthday and at least 28 days apart.
- Meningococcal meningitis and Hepatitis B proof **OR** waiver.
- Must be signed by medical personnel **OR** custodian of records.
- No white out, write-overs, different handwriting or different colored ink are acceptable. If the handwriting of the authorized person is different from the handwriting on the dates of the MMRs, the office stamp must be placed between the MMR dates as well as by the authorizing person's signature. The office fax number is required. **IF THE NURSE COMPLETES THE FORM, THE NURSE SHOULD SIGN AS THE AUTHORIZED SIGNATURE.**
- Every student enrolling in FSU must submit this form **one time**.
- **REMEMBER TO SIGN THE FORM ON PAGE 2!**
- Registration will be blocked until this requirement is met.

**3. Proof of Health Insurance** Full time students new to the university (undergrads taking at least 12 hours and grad taking at least 9 hours, newly admitted or re-admitted) must either enroll in the school sponsored health insurance plan or waive enrollment in the school sponsored plan by showing proof of other comparable insurance coverage. Students enrolled in the summer 2007 term or earlier who are still in the same program are grandfathered and not required to show proof of health insurance. This requirement must be met **once annually**.

- Find it at [www.tshc.fsu.edu](http://www.tshc.fsu.edu) **OR** [www.healthcenter.fsu.edu](http://www.healthcenter.fsu.edu). Click on the Insurance page.  
**OR**
- [www.studentinsurance.fsu.edu](http://www.studentinsurance.fsu.edu)
- Click on the flashing black and red link: **Waive/Purchase Insurance Click Here**
- Log in.  
If you do not have your FSUID you can get it here by following the prompts.
- To **purchase** the school sponsored health insurance, select the **Purchase FSU Insurance** button.  
**OR**
- To complete the **hard waiver** and enter your existing insurance policy information, select the **Insurance Waiver** button.
- Follow the prompts. There are prompts on the page to assist with activating your FSUID so that you may log in.
- If you purchase the school sponsored health insurance, make certain to update your local address at secure apps of your blackboard account. That is the address the insurance carrier will use to send you your new insurance card.

## 4. To Confirm Compliance

- Contact the Office of Admissions & Records at [admissions@law.fsu.edu](mailto:admissions@law.fsu.edu).
- If you have submitted your information and still are listed as non-compliant, call 850-644-3608.