Medical Insurance is offered through UnitedHealth Care and administered by Gallagher Student Health and Special Risk. Below are the steps to submit your application for enrollment into the medical insurance.

- Go to: [www.gallagherstudent.com/usf](http://www.gallagherstudent.com/usf)

- As a new enrollee, you will need to sign up for an account before being permitted to enroll into medical insurance. Click the “Sign Up” button under the ‘Profile’ section on the dashboard to create an account. You will need your USFID Number (Uxxxx-xxxx). Your USFID can be found by visiting [https://personsearch.usf.edu](https://personsearch.usf.edu). Complete the User Registration form and click “Next”.

- Login under ‘Profile’ section.

- Once logged into your account, please click the “Enroll” button under the ‘Plan Summary’ section.

- Complete and submit the form by following the instructions.

- Once you have submitted your enrollment form, you should receive an enrollment confirmation via email and your enrollment status should reflect “enrollment pending”.

- When your enrollment has been fully processed, you will see a button to access your coverage verification letter, if needed.

**Please Note:** If you are an international Postdoctoral Scholar, and will require the insurance to start sooner than the first day of the month following your election, please contact the Benefits Team.