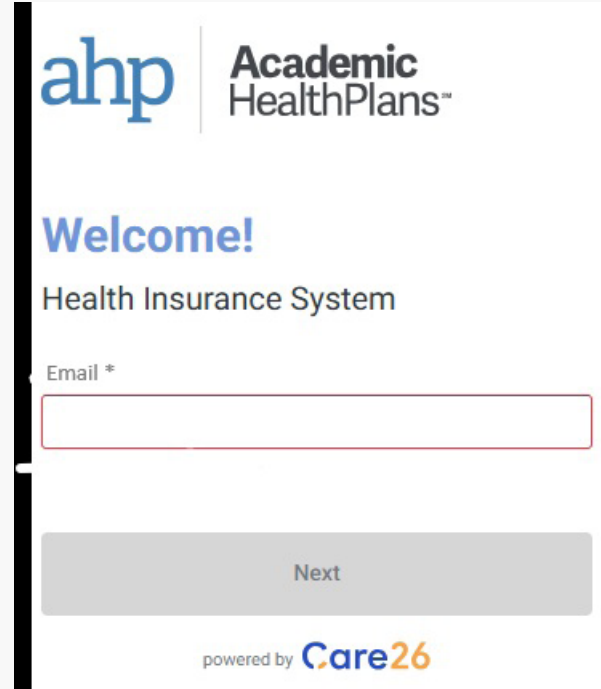# Care26 - Visiting Scholars Guide

Care26

This guide will teach Michigan State University Visiting Scholars how to navigate Care26 in order to enroll online.
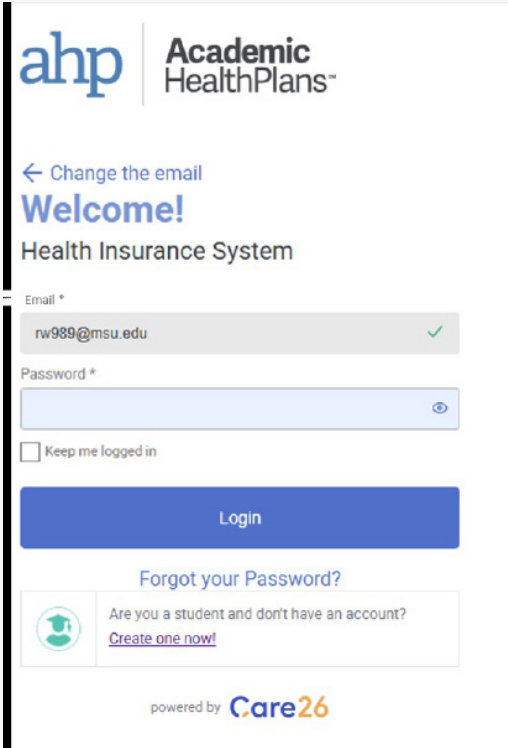
How to Sign In

1 Navigate to students.care26.com/login and enter your email address. If you have an @msu.edu email account, please use that email address here. If not, please enter your personal email address.

ahp | Academic HealthPlans™

Welcome!

Health Insurance System

Email *

[   ]

Next

powered by **Care26**

2 Login or create a new account if you do not already have one.

ahp | Academic HealthPlans™

← Change the email

Welcome!

Health Insurance System

Email *

rw989@msu.edu   ✓

Password *

[   ] 👁

☐ Keep me logged in

Login

Forgot your Password?

🎓 Are you a student and don't have an account?
Create one now!

powered by **Care26**

Care26

3 Fill out the information fields and create your account. When selecting "Student Category": if you will stay here two or more semesters and would like the option to pay on a monthly basis, choose "Coverage Periods". If you have a short program or one that starts/ends in the middle of the semester, "Daily" is the most flexible option.

Please note: you will need to provide your MSU-issued ID or TEMPID from OISS (TEMPXXXXXX).

Sign Up

① Student Information

Email *
rw989@msu.edu
This is your primary email account

School *
Michigan State University

Student Category *   Not sure?
Select a Category ▼

Student ID *
9 Digits

② Personal Information

First Name *   Middle Name

Gender *
▼

Marital Status
▼

Last name *

Date of birth *
MM/DD/YYYY 🗓

Social Security Number (SSN) *
9 digits number

☐ I do not have a Social Security Number

③ Contact Information

Personal Email

Primary Phone

Address Line 1 *

Parent Email

Secondary Phone

Address Line 2

Send notifications to alternate emails 🔘
Your alternate emails include the Personal and Parent email

Allow Text Messages ⚪
By selecting this option, you agree to receive SMS text messages to the primary phone. The number must be a cell phone and you must be the owner. You may opt-out at any time. Carrier rates may apply.

☐ Include secondary phone

City *

State *   Zip code *
▼

4

Once you agree to the terms and select the "Create Account" button, you will receive an email to complete your Care26 registration. Navigate to this email in order to set up a new password and log in.

Please note: creating a Care26 account does NOT automatically enroll you in coverage. You will be able to submit your enrollment request once you have completed registration and logged in.

Congratulations!

You finished the sign up process.
Check your email to complete the registration.
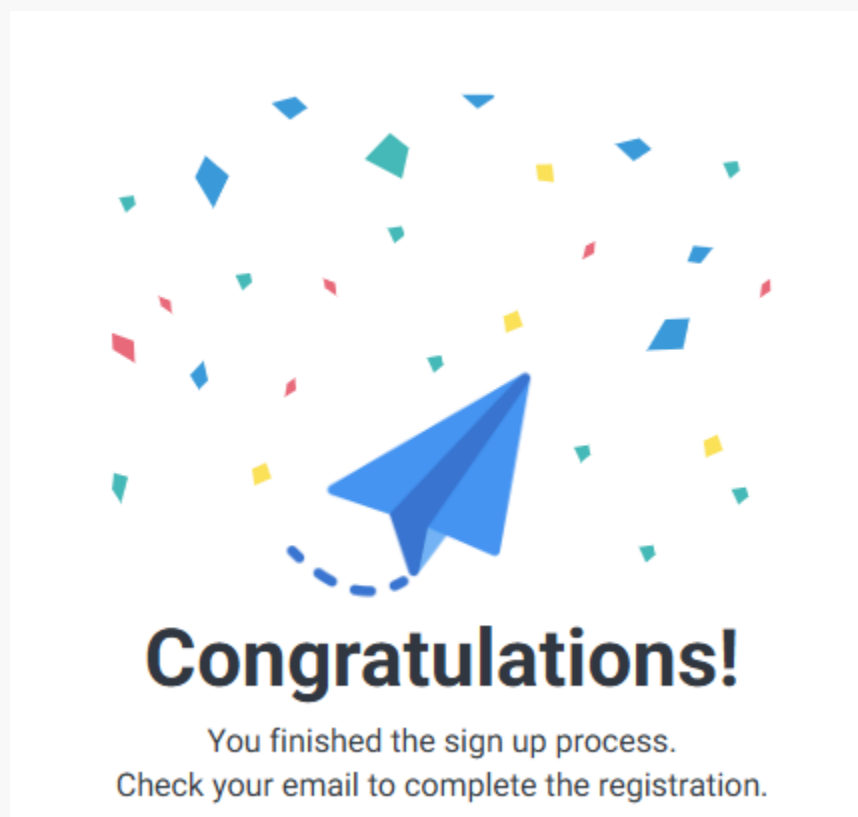
Care26

5 Create and confirm your new password. From there, continue to log in to Care26.

ahp | Academic HealthPlans™

Student

Set your password

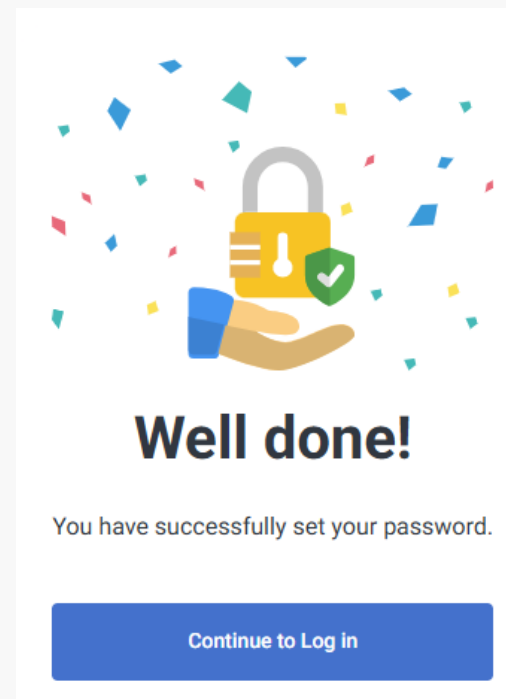Password *   Hide ⦸

Please enter your password

- At least 8 characters
- At least **one** character from **three** of the following categories:
  - Lowercase letter (a-z)
  - Uppercase letter (A-Z)
  - Digit (0-9)
  - Special character (~`!@#$%^&*()+=_-{}[]\ | :;"?/<>,.)

Retype Password *   Hide ⦸

Please enter your password again

Confirm New Password

Well done!

You have successfully set your password.

Continue to Log in

6 Click "I want to Enroll"

☰   Dashboard

Welcome, Becca M Test.

🕐 Times and dates are using your school's time zone EST (UTC-05:00)

Let's get some coverage!

Please select the option that best applies to you.

I want to Enroll

I need a plan for myself and/or others

Open Enrollment Period
07/04/2024 12:00 am - 04/15/2025 11:59 PM

Current coverage

You currently have no active coverage.

Pending coverage

You currently have no pending or ongoing coverage operations

We have you classified as a **Michigan State University student**. This student category applies to Visiting Scholars Self Enroll (Daily). If you feel this is incorrect, let us know.

How to Enroll

7 Read the below information carefully and verify before proceeding. If you believe it is incorrect, click "let us know" before continuing to enroll.

8 Select your plan and who it's for. Care26 will select your primary coveage by default. You may request coverage for dependents as well.

9 Enter the start and end dates for your coverage, and upload your offer or invitation letter as supporting documentation.
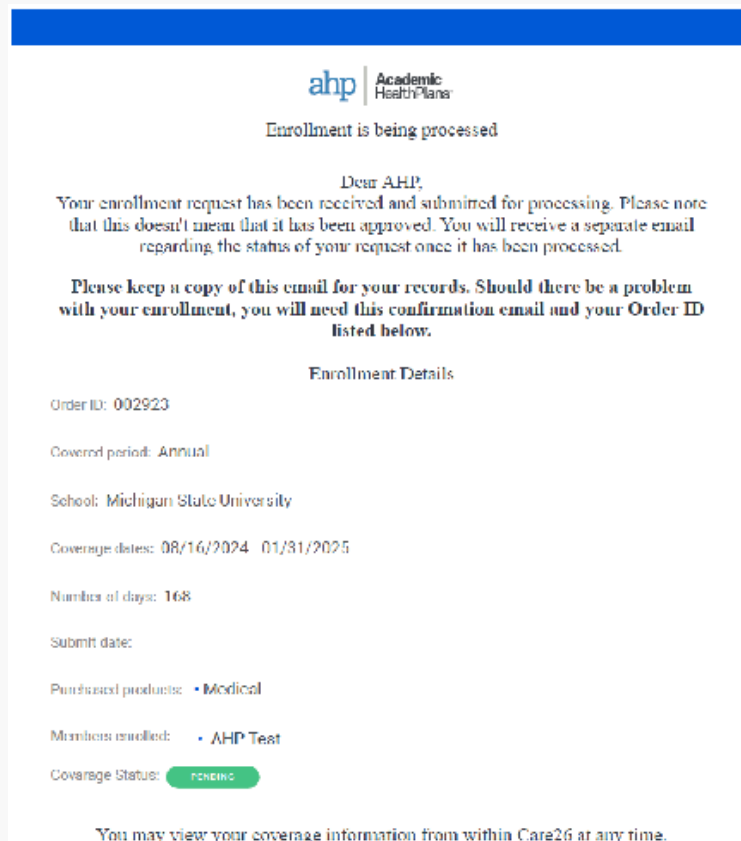

10 Select "Confirm" to submit your enrollment request. This does NOT mean your enrollment has been approved.

How to Enroll

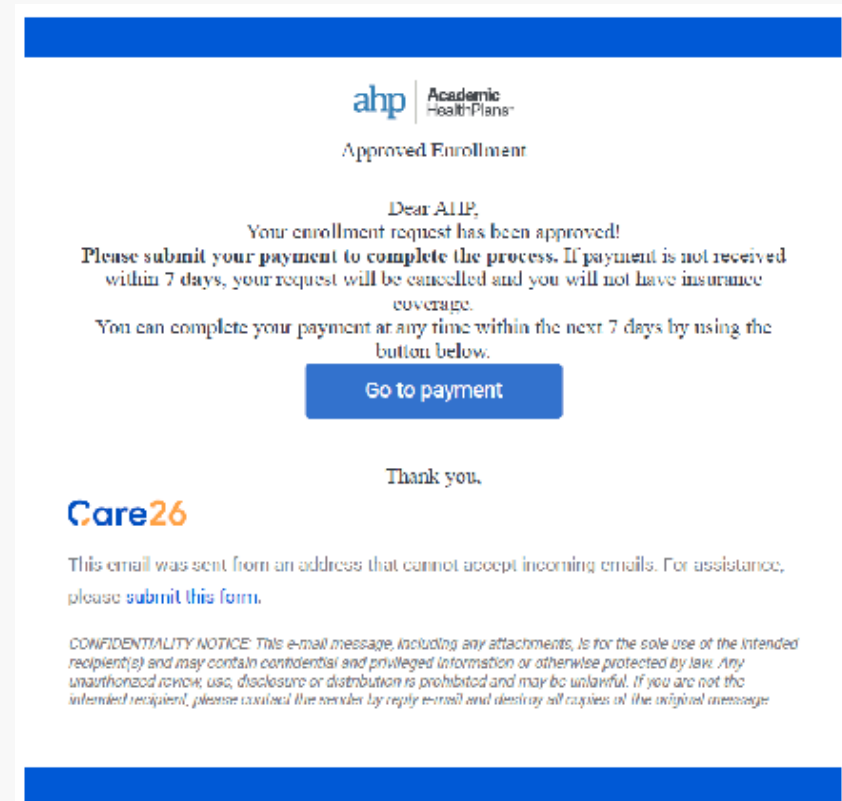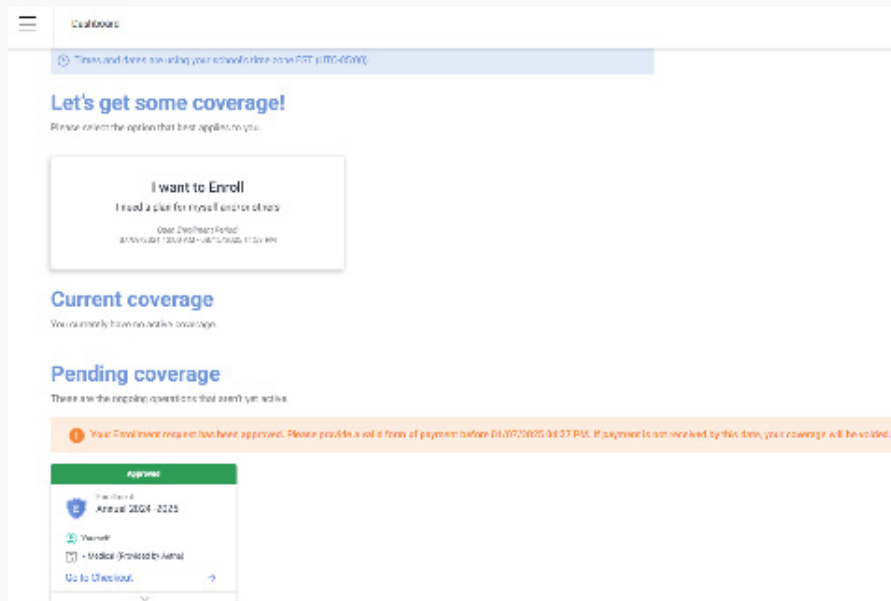**11** Academic HealthPlans will review your enrollment request after it has been submitted.

12 If your enrollment is approved, you will receive an email. After you receive this email, log in to Care26 to complete your payment within seven (7) days.
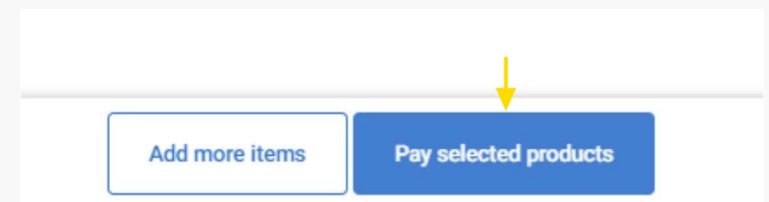
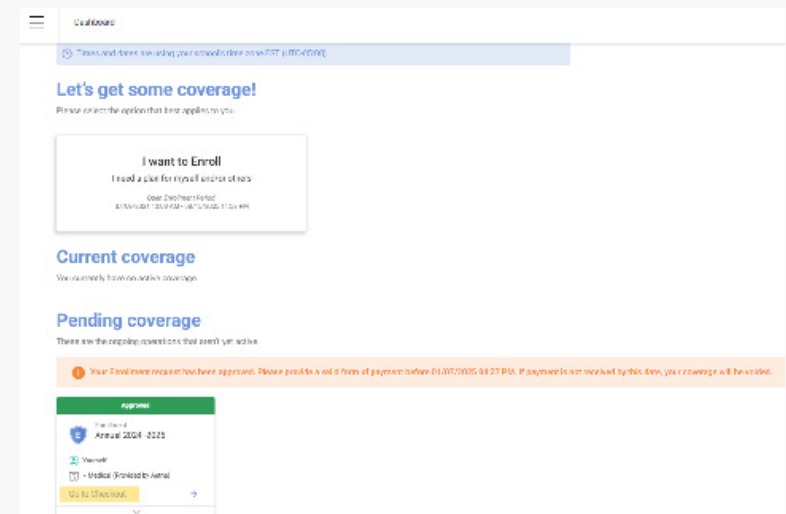**13** Login to your account, view your pending coverage and click "Go to Checkout"

14 Select the plans you want to confirm and the payment method. Click "Pay selected products".

Follow the prompts based on your payment method. Once you've completed these steps, your elected coverage will be active and sent to the carriers on the next file.

Care26

1 To add a dependent to your coverage, select your plan and then select "New dependent".

Select your plan
Pick the coverage that's right for you!

Annual Medical
Primary
Coverage starts: August 16, 2025
Coverage ends: August 15, 2026

Requires Approval   **$9.00/day**
○ Premium Cost Breakout   Price per member

Who is it for?
Select any dependents you would like to add to this plan. Your primary coverage is selected by default.

⊕
New dependent
Spouse or Child

🎓
Becca M Test
Yourself

2 Fill out the below information fields for your New Dependent and click "Next". Select a dependent type.

Add New Dependent ✕

Type *
Select a dependent type ▼

First Name *

Middle Name

Last Name *

Gender *
Select a gender ▼

Date of birth *
MM/DD/YYYY 📅
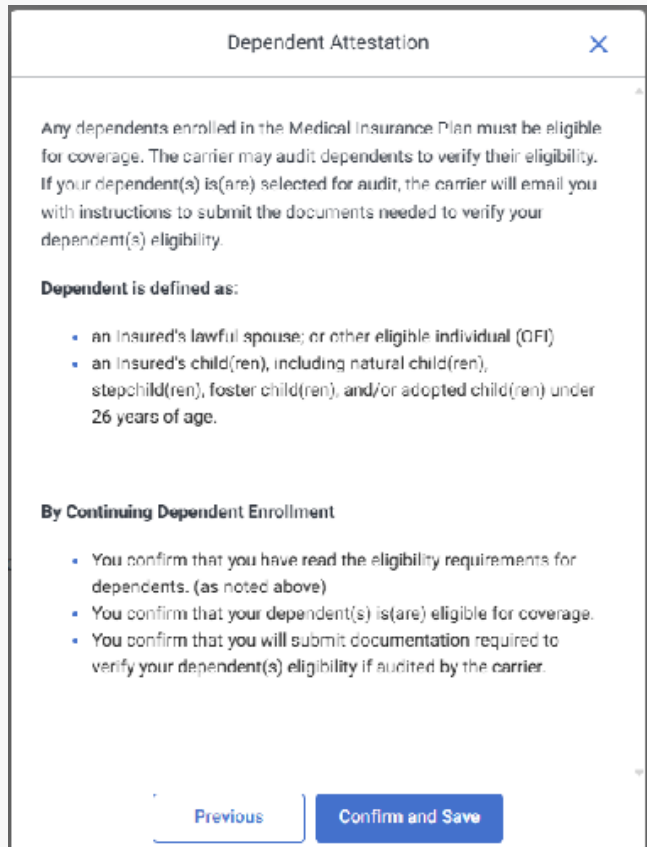
Social Security Number (SSN)

Cancel   Next

Type *
Select a dependent type ▲
Spouse
Child

Care26

3 Read and complete the Dependent Attestation and ensure your Depedent meets the listed criteria.

4 Add to cart and repeat the process if you would like to enroll another Dependent. Otherwise, select "Proceed to checkout".

Dependent Attestation ✕

Any dependents enrolled in the Medical Insurance Plan must be eligible for coverage. The carrier may audit dependents to verify their eligibility. If your dependent(s) is(are) selected for audit, the carrier will email you with instructions to submit the documents needed to verify your dependent(s) eligibility.
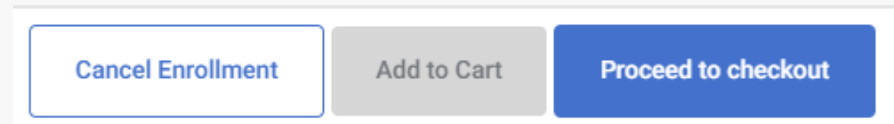
Dependent is defined as:

- an Insured's lawful spouse; or other eligible individual (OEI)
- an Insured's child(ren), including natural child(ren), stepchild(ren), foster child(ren), and/or adopted child(ren) under 26 years of age.

By Continuing Dependent Enrollment

- You confirm that you have read the eligibility requirements for dependents. (as noted above)
- You confirm that your dependent(s) is(are) eligible for coverage.
- You confirm that you will submit documentation required to verify your dependent(s) eligibility if audited by the carrier.

Previous | Confirm and Save

Cancel Enrollment | Add to Cart | Proceed to checkout

You have now added a Dependent to your coverage!