

PLEASE READ CAREFULLY BEFORE APPLYING TO OPT-OUT ONLINE

Green Shield Website Opt-out

- Go to www.greenshield.ca/studentcentre.
- Look for the University of Windsor – Graduate Student Society (drop down menu).
- Top right hand corner – you will see 3 lines – click on it (drop down menu) and there you will see the opt-out icon click on it and follow.

GSS Opt-Out Guidelines

- The GSS opt-out website link is for **FULL-TIME GRADUATE STUDENTS ONLY** and you **DO NEED** to opt-out once every year during the first semester that you begin your academic year.
- There is no opt-out carry over from the previous year. If you are a part-time graduate student, you do not need to opt-out as you are not assessed the fee for the GSS drug/dental benefits plan.
- If you are an MSW-WP student enrolled in the off campus program, you do not need to opt-out as you are not assessed the fee for the GSS drug/dental benefits plan either.
- If you are a master's level nursing student, please make sure to opt-out during the semester that you are enrolled full-time as a graduate student. Please check with the Nursing dept. regarding this matter.
- If you have opted-out during the fall 2016 semester, **YOU DO NOT NEED TO OPT-OUT AGAIN** during the winter or spring semesters as you are only assessed the GSS drug/dental fee once per academic year.
- You must have a comparable benefits plan to that of the GSS. If you only have **OHIP or OHIP Equivalency for International Students**, you **ARE NOT eligible** to opt-out as this is only Health coverage and does not cover you for drugs, dental, vision, OOP, AD&D, Extended Health Services, etc. If you do apply to opt-out your application will be rejected and you will be activated for the GSS drug/dental benefits plan.
- If you only have the Trillium Drug Plan, or a dental plan (because your parent is a dentist), you are **ineligible** to opt-out as this is not a comparable benefits plan.
- **If you miss the opt-out deadline for the fall 2016 semester, you are not eligible to opt-out during the winter 2017 semester. If you do, your application will be declared ineligible and you will remain on the GSS drug/dental benefits plan.**
- If you are a part-time undergraduate student, please opt-out through the OPUS website link. If you opt-out through the GSS website link, you will not receive a reimbursement cheque for opting out as GSS only processes opt-out refunds for full-time graduate students eligible to opt-out.
- If you are a full-time undergraduate student, please opt-out through the UWSA website if you are covered under your parents' benefits plan through Green Shield. UWSA is responsible for processing opt-out refunds for full-time undergraduate students, not the GSS.

The opt-out link will only be available from December 26, 2016 until midnight February 1, 2017.

If you have any questions or need further clarification regarding opting-out, please do not hesitate to contact the GSS office at Ext. 3915 or by email at: sgpsea@uwindsor.ca