

## Procedure of application for student group insurance

1. Insurant: Student with effectual academic status at NUK, exchange students and student who is on leave having academic status at NUK and having paid insurance fee, short-term learning student.
2. Deadline of application should be addressed in two years since the incident happened.

YES

Not conform to the application condition above

YES

Situation 1 :  
Accident  
(injure not result from disease,  
e.g. traffic accident, tumble )

No

Not conform to the situations of payment of claims

NO

Situation 2 :  
Disease  
(outpatient service is not included)

YES

be hospitalized

Please prepare following documents which should be sorted and bound in advance for application.

1. Original medical certificate
2. Receipt of medical expenses (Copy should be sealed with "copy is authentic to the original document" and "charge stamp")
3. Application form of student group insurance (Form can be obtained at Health Center or download on the website of the Health Center)
4. A copy of cover of bankbook
5. Two-sided copies student ID (Registered stamp is necessary if student ID is old version)

Application time: **Every Monday or Every Thursday 12:00-13:00**  
or **Every Wednesday 18:00-19:00** at Sports and Leisure  
Multi-Functional Building 1F Room103 (Except for weekends,  
winter vacation, and summer vacation, Health Center.)

Related information can be obtained on the website of Student Affairs, Health Center.

Tel: Please call Student Affairs, Health Center, 07-5919059 during 9:00-21:00 if you have any questions.