HEALTH AND DENTAL PLAN OPTION (STUDENT VERSION)
A student can log into the PeopleSoft Self-Service Menu to enroll in the Health and Dental Plan by going to [http://www.cna.nl.ca/mycna](http://www.cna.nl.ca/mycna) and clicking on the large **Student Services** button to login.

**Health and Dental Plan Options**

After logging in, please follow the following navigation from the menu.

| Navigation | Self Service>Campus Personal Information>Health Dental Plan Options page |

Three Options are available for both the Health and Dental plan:

1. **SINGLE COVERAGE**
2. **FAMILY COVERAGE**
3. **OPT OUT**
1. Single Coverage:
   - To enroll in ‘Single Coverage’ in Health and/or Dental, leave the default selection in place.

2. Family Coverage:
   - To enroll in ‘Family Coverage’ for Health and/or Dental, select that option on the page.

   Enter Family Dependent Information; if you have more than one dependent, press the plus (+) sign at the end of the first row to insert additional rows.

   **Please note:** Dependents include common-law/same sex spouses with whom the student has been living in a conjugal relationship for a period of 12 months. Dependent children are eligible for coverage up to the end of the benefit year in which they turn age 21 or 25 if enrolled and in full-time attendance at an accredited college, university or educational institute.

3. Opt Out:
   - To Opt Out of Health and/or Dental, select that option on the page.
You must complete the required **Insurance Policy Information** section

Once all the selections are made and all required information has been entered, press the **Save** button to submit the request.

If you have any inquiries regarding the student health and dental plan please contact:

**Student Health and Dental Plan Advisor**
Mary Ellen Alexander
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