



James Madison University

Non-Study Abroad Business Travel Self-Enrollment Links

Important Information:

- This coverage is mandatory for Non-Study Abroad Business Travelers.
- Purchasing coverage for Dependent(s) is optional.
- Click on the link below and follow the prompts to enroll.

For the Non-Study Abroad Business Travel Participant:

- This link and Sponsor Code will allow you to register in the international customized group insurance plan designed specifically for JMU at no cost.
- You will see \$0.00 balance due because JMU has paid on your behalf.

Policy Number

Link to Enroll:

GLM N04965802-BT

<https://www.mycisi.com/CISIPortalWeb/pub/SelfEnrollment.aspx?sponsor=JMU-BT>

For Dependent(s)

Accompanying the Non-Study Abroad Business Travel Participant:

If your dependent(s) are traveling with you and you'd like them covered under the same plan, you can use the link below to purchase coverage.

- Use the link below to enroll your dependent(s).
- If you have more than one dependent, you will need to use this link for each. **If you prefer to have CISI enroll your dependents on your behalf, please see the next page.**
- Dependent(s) coverage dates cannot exceed the coverage dates of the Primary Insured. The "Primary Insured" is the researchers/employee/faculty/staff member abroad on university-related business the dependent will be traveling with.
- **Coverage must be purchased at least 2 days before departure.**

Policy Number	Link to Enroll	Weekly Rate
GLM N04965802-BT	https://www.mycisi.com/CISIPortalWeb/pub/SelfEnrollment.aspx?sponsor=JMU-BT-DEP	\$61.78

After you successfully enroll, you will receive an email immediately –

from: CISI Enrollments (enrollments@culturalinsurance.com)

subject line: **CISI Materials,**

containing your:

- Participant ID Card
- Consulate Letter
- Brochure
- Claim Form
- Information on how-to create a myCISI log in
- Link to download the **CISI Traveler App**
- Along with other helpful insurance information