HR80 – UHIP Applications

These records are comprised of completed applications for health coverage under the University Health Insurance Plan (UHIP).

Content & Scope
UHIP is a compulsory health insurance plan for non-residents (i.e., persons who do not normally reside in Ontario), including international students and employees and their dependents, who are not eligible for OHIP (Ontario Health Insurance Plan) or are in the three-month qualifying period for OHIP.

Responsible Unit
Human Resources; Finance (Student Accounts)

Information Steward
Associate Provost, Human Resources

Privacy Classification
Restricted

Retention
7 years

Disposition
Secure Destruction

Authority
University of Waterloo Act, 1972

Retention Rationale
The retention period is based on operational use.

Approval Date(s)
December 19, 2011