

ADMINISTRATIVE DIVISION STAF Student Affairs and Academic Support		POLICY NUMBER STAF 7.08
POLICY TITLE Student Health Fee		
SCOPE OF POLICY USC Columbia		DATE OF REVISION May 15, 2025
RESPONSIBLE OFFICER Vice President for Student Affairs		ADMINISTRATIVE OFFICE Health and Wellbeing

PURPOSE

The purpose of Student Health Services is to assist students in maintaining a state of health that allows them to reach their academic goals.

DEFINITIONS AND ACRONYMS

As Applicable

POLICY STATEMENT

All full-time and some part-time students are required by the Board of Trustees of the University of South Carolina to pay a student health fee. Payment of the student health fee provides access to services at Student Health and Well-Being which include medical, mental health, wellness, and advocacy services. Eligible students defined in university policy STAF 7.01, Eligibility for Student Health Services, may choose to use Student Health and Well-Being on a fee-for-service basis. Fees are charged for services which are not fully covered by the health fee.

- A. The health fee provides coverage for some provider services received during the semester for which payment is made. In addition, the health fee provides access to some services received during the break periods immediately preceding and following the semester. Payment of the health fee is verified via Banner or the Electronic Health Records system. The policy on eligibility for services, which defines who is eligible to receive care at Student Health Services, is defined in university policy [STAF 7.01 Eligibility for Student Health Services](#).
- B. Once an eligible student has paid the health fee or when the fee has been assessed, he/she may access Student Health and Well-Being services on a "Fees Paid" basis at the beginning of that semester.
- C. Eligible students not required to pay the health fee at the time of registration may receive care at Student Health and Well-Being at the "Fees Paid" rate.
- D. All students may continue to receive medical care. Fees will be assessed at the "Health Fee No" rate for all services provided during this transition period. Payment is expected at the time services are rendered.-At Student Health and Well-Being and mental health services at Counseling and Psychiatric Services 30 days after their last enrolled semester.
- E. Students registered for the fall and spring semesters but not registered during the summer semester and plan to enroll in the fall semester must pay the "Health Fee No" rate-during the

time he/she is not enrolled in classes. Payment is expected at time of service.

- F. Newly entering students are eligible to receive immunizations and other preventive health services determined by Student Health Services as necessary to meet University of South Carolina Columbia campus pre-matriculation requirements at the “Health Fee Yes” rate. Care and treatment not associated with designated pre-matriculation services is available at the “Health Fee No” rate.
 - 1. Eligibility for pre-matriculation preventive services is effective ninety (90) days prior to the start of the newly entering student’s initial academic term.
 - 2. Before services are provided, eligibility will be verified by Student Health Services staff using appropriate university databases.
 - 3. All pre-matriculation services will be provided at the “Health Fee Yes” rate
 - 4. No charges to student accounts are allowed. Payment must be paid at time of service.
- F. Spouses and dependents of students currently enrolled are not eligible to receive care at Student Health and Well-Being Spouses of enrolled students may only be seen through CAPS as part of a couple’s session.
- G. Postdoctoral fellows and dissertation students may receive care at Student Health Services at the “Health Fee No” rate.

PROCEDURE

- A. The following students are billed by USC for the Student Health Fee, approved by the Board of Trustees of the University of South Carolina:
 - 1. Full time graduate students enrolled in 9 or more credit hours
 - 2. Full time undergraduate students enrolled in 12 or more credit hours
 - 3. Part-time graduate students enrolled in 6-8 credit hours
 - 4. Part-time undergraduate students enrolled in 6-11 credit hours
- B. Fee status is verified by patient support staff before a student is checked in as a patient or client. Any questions concerning fee status should be directed to the patient support staff for verification.
- C. Fee status is verified on each patient using the Electronic Health Record or the university’s Banner system. This must be completed prior to the patient’s visit or upon registration at the appointment desk.

- D. Students who have paid the Student Health Fee and then withdraw from USC are eligible to receive services from Student Health and Well-Being for a grace period of 30 days from the date of withdrawal from the university.
- E. The health fee may not be waived for any student except for full-time employees (working 37.5-40 hours per week with benefits) of the University of South Carolina (USC) in an effort to encourage full-time employees to pursue their education.
1. The USC employee must request the health fee waiver within the current semester
 2. The request must be in writing and directed to the Student Affairs and Academic Support Shared Services Receivables team at shsinsof@mailbox.sc.edu or (803) 777-3174.

RELATED UNIVERSITY, STATE, AND FEDERAL POLICIES
[STAF 7.01 Eligibility for Student Health Services](#)

HISTORY OF REVISIONS

DATE OF REVISION	REASON FOR REVISION
August 24, 2010	New policy approval
November 29, 2016	Policy updated to reflect current practices and to update information on services offered for newly entering students, spouses, and postdoctoral fellows.
May 15, 2025	Revalidation with no substantive change