

# USGA–University of Georgia Business Travel Self-Enrollment Form For Faculty/Staff who require a visa for Spain

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## *How to Self-Enroll*

Enrolling in the plan is simple. Follow the instructions below.

IF YOU DO NOT FOLLOW THE EXACT INSTRUCTIONS BELOW, YOU MAY END UP PURCHASING THE WRONG POLICY.

## *To Get Started...*

You must have a valid credit card to pay.

Please click on this direct link below:

<https://www.mycisi.com/CISIPortalWeb/pub/SelfEnrollment.aspx?sponsor=USGABT-UGA-SPAIN>

*(If you are unable to click on it, please copy and paste the link into your browser bar)*

This link and Sponsor Code will allow you to purchase the international customized group insurance plan designed *specifically* for *University of Georgia Business Travel*.

Rate:	
Daily	\$2.73

Once successfully enrolled you will receive an email from CISI Enrollments ([enrollments@culturalinsurance.com](mailto: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
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*If you are looking to enroll your dependent(s), please complete the dependent enrollment form provided by the school and submit it to [enrollments@mycisi.com](mailto:enrollments@mycisi.com). Dependent Rate: \$6.05.*