

# Online Claims Submission

## A GUIDE TO CREATING YOUR ONLINE PROFILE

- 1. Visit [www.wespeakstudent.com](http://www.wespeakstudent.com)**  
Select your school, and click on the “eProfile” tile.
- 2. Click “Register Now”.**  
You must have an active insurance status and valid e-mail address to register.

- **Your Group Number is: 510000**
- **Your Certificate Number is: \_\_\_\_\_ GBC**  
(The last 7 digits of your student ID number followed by GBC)

**Example: If your student ID is 100839388,  
your certificate number is 0839388GBC.**

Direct deposit is optional.  
You can sign up any time under “My Account”

- 3. You will receive an email confirmation from “eProfile System” containing your login information.**  
Make sure to log into your account within 15 days, otherwise your registration information will expire.

- 4. You are finished!**

### DO NOT USE YOUR ONLINE PROFILE FOR THE BELOW



- Hospital & physician visits
- Emergency room visits
- Walk-in clinic
- Blood tests
- X-rays & ultrasounds
- Diagnostic imaging

### These claims must be submitted by MAIL ONLY.

You can download your claim forms at [www.wespeakstudent.com](http://www.wespeakstudent.com).  
Please ensure that if you pay any expenses yourself, you obtain original receipts and mail complete forms to the address on the form.

### DRUG, DENTAL, EXTENDED HEALTH CLAIMS

These can be submitted online or by mail.

If you are mailing your claim, please mail your prescription drug/dental/extended health care claim directly to the address on the form.

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#### IF YOU HAVE ANY QUESTIONS CONTACT WESPEAKSTUDENT:

Toll Free Help Line: 1-800-315-1108

Email: [help@aclstudentbenefits.com](mailto:help@aclstudentbenefits.com)

Online Chat: [www.wespeakstudent.com](http://www.wespeakstudent.com)