



TEXAS TECH
UNIVERSITY.

Student Professional Liability Insurance

Online Purchase Guidelines

TABLE OF CONTENTS

[Program Overview](#)

[Pricing](#)

[About the Online Purchasing Program](#)

[Security Considerations](#)

PROGRAM OVERVIEW

Texas Tech University (“TTU”) Procurement Services procures a student professional liability policy (“Policy”) on behalf of TTU students enrolled in TTU internships or clinical practicums requiring such insurance. Students are required to pay for their insurance premium through an online purchasing platform.

The Policy covers errors or omissions of the student during their TTU-enrolled internship or clinical practicum. If the student works or volunteers in another capacity outside of their TTU placement, the student is advised that this Policy would not respond to an error or omission during the course of their other employment or volunteer service. As such, the student is advised that the student should purchase another professional liability policy to cover other work or volunteer service.

To enroll in the Policy, students must submit their payment through the online purchasing platform on or before the TTU date of 100% refund for withdrawal from courses. These dates may be found on the TTU Student Business Services website, [here](#). The purchase of the Policy is non-refundable.

Each student must purchase their own Policy. Students may not share insurance coverage or split the price of the premium. Upon successful payment processing, the student will be emailed a certificate of insurance evidencing their coverage. This certificate may be provided to the student’s instructor, or professor, and may also be presented to the facility the student is interning or performing their clinical practicum at, as evidence of coverage. The student will also be emailed a receipt, which may be provided as evidence that the student has purchased the Policy.

PRICING

The Policy is in effect for the scholastic year, beginning the first day of classes of one calendar year and ending twelve months after the effective date. Students who enroll in the Policy in the fall semester are covered for the entire scholastic year, including both summer sessions. Students enrolling in the spring semester are only covered for the spring semester and both summer sessions. Students enrolling in the Policy for either or both summer sessions are covered at no cost by our insurer.

Fall Semester Enrollment: \$13.00

Spring Semester Enrollment: \$9.00

Summer Session Enrollment: \$0.00

ABOUT THE ONLINE PURCHASING PROGRAM

On or before the purchasing deadline, the student will navigate to [the TTU Student Professional Liability Store](#) in their internet browser to complete the payment. Students must use a credit or debit card. Cash, check, and money order are not accepted payment options. Payments must be made online. No payments will be accepted in person.

SECURITY CONSIDERATIONS

Please follow these guidelines concerning payment security:

- Be sure to protect your credit/debit card information.
- TTU Procurement Services will not email you or call you to ask your credit/debit card number. Do not respond to requests for your card number, as they are not originating from our office.