Step-By-Step Instructions for Completing Your
Statement of Health Online

The Northeastern University Group Life Insurance plan is sponsored in partnership with Liberty Mutual. The policy is issued by Liberty Life Assurance Company of Boston, a Liberty Mutual company.

How do I complete my Statement of Health application?

You can complete your Statement of Health application online! Just visit Liberty Mutual Insurance's secure website, MyLibertyConnection® to get started.

1. Visit www.MyLibertyConnection.com.
   - Complete a one-time user registration using Northeastern University's Company Code: **NULIFE** and create a username and password.

2. Log in to MyLibertyConnection and click on "Complete a Statement of Health."

3. Enter Coverage Information.

4. Enter your applicant information.

5. Enter your medical information. You must answer every question. If you answer "Yes," please provide details including dates, the name of and reason for any medications you are taking, and your physician's name and contact information.

6. Review your responses.

7. To complete your application:
   - Read Liberty Mutual Insurance's Notice of Information Practices.
   - Check "I Agree," and click "Submit" to complete your electronic certification.

8. View, print, and save a copy of your application for your records.

9. Employees will receive real-time auto approval when additional documentation is not required.

10. You will receive an email from Liberty Mutual Insurance confirming your application has been received.

11. The employee will be notified of the application outcome. Northeastern will be notified of the approval or denial for processing purposes only. If the applicant is denied, the employer will not be given the specific reasons for a denial.

Before starting, please collect the following information about each applicant:

- **Date of birth**
- **Height**
- **Weight**
- **Medical history (types and dates of treatments, surgeries, etc.)**
- **Past and current medications**