Office of International Affairs **Frontier MEDEX Registration Form**

Missouri University of Science and Technology **(2012-2013)**



Please follow the directions below on how to enter your full profile into the Frontier MEDEX Member Center. If you should be in an accident while traveling abroad, it is important that MEDEX has your information. This will allow you to enter your medical history, allergies, vaccinations, passport information, etc. The member center instructions are as follows:

Go to the Frontier MEDEX website: [www.frontiermedex.com](http://www.frontiermedex.com)

1. Click on Member Center Login
2. Under login, click on, “Create User”
3. Enter policy number:
	1. **Faculty/staff: 330331**
	2. **Students: 330321**
4. Next you will agree to the terms and conditions by checking the box and clicking “Next”
5. Enter your username, password, e-mail and a security question/answer
6. Click on “register now!”
7. Enter your first/last name, gender, date of birth and phone number
8. Click on “finish”
9. On the left side of the page, click on “MEDEX Travel Registry”
10. You might have to turn off pop-up blocker
11. Re-enter username and password
12. Click on “full profile”
13. This should bring you to the page Travel Registry Home Page where you can begin to input your information. You can enter information about your trip, medications, passport information, etc. Click on the tabs on left side to input information into each screen. Make sure to save the info before leaving the website.
14. Write down and keep your username and password for future trips! Then it’s easy to change information already in the Frontier MEDEX website.

**If the website isn’t working correctly, please notify the Office of International Affairs:**

**Mrs. Amy Smith**

International Student Advisor (Insurance)

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