

## Tipsheet

# My UE: Your Clients' Policy Renewal and RMPC Status

Quickly download UE policies and manage your clients' renewals and RMPC progress

## Download a UE Policy

Click **1** "Client UE Policies" in the left navigation or click a policy number in your **2** Client List.

**My UE**

- Dashboard
- Client List
- UE Documents
- Manage Clients**
- Client Institution:  
Client Institution Name
- Change
- ProResponse
- UE Policies** **1**
- Check Client RMPC Status
- View Claims
- Download Loss Reports
- Client Team

**Client List**

Quickly navigate to digital tools such as the online renewal application, interactive claims lists, and clients' RMPC status using your client list below.

Search for a Client  **Search**

Institution	Institution Rep	Policy	Product	Renewal	RMPC	Open Claims	View
Client Institution 1	Contact Name	XXX-XXX	ELX, GLX	07/01/2021		1	Claims Team
Client Institution 1	Contact Name	XXX-XXX	ELX, GLX	07/01/2021		0	Claims Team
Client Institution 2		XXX-XXX	CGL, ELL, FDL, GLX, IPL	07/01/2021	RMPC Complete	21	Claims Team
Client Institution 3	Contact Name	XXX-XXX	EFX, FOX, GLF	07/01/2021	Intake Form Submitted	0	Claims Team

UE policy documents include navigation features for easier viewing. Download the policy in Abode Reader to take advantage of these features, including the hyperlinked table of contents and the document bookmarks toolbar that can be enabled on the left side of the policy.

**Policy Number: XXX-XXX** Expiration Date: 07/01/2022 [Download Policy](#)

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**Product Lines**      **Brokerage**  
ELL, CGL              Broker Name

## Selecting a Client in My UE Digital Tools

Use the left-hand navigation to select the client you're viewing. Change the Client Institution under "Manage Clients."

## Complete the UE Renewal Application

When the online renewal application is available to complete, a link will appear on the UE Policies page.

For application assistance, email [uesupport@ue.org](mailto:uesupport@ue.org) or call (301) 907-4908 and press option 3.

**Policy Number: XXX-XXX** Expiration Date: 07/01/2022 [Review Application](#)

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**Product Lines**                      **Brokerage**  
 ELL, CGL                                  **Broker Name**

## Check Your Clients' RMPC Status for the Renewal Premium Credit

Click **1** "Check Client RMPC Status" in the left navigation or the RMPC status in your **2** Client List.

Completing UE's Risk Management Premium Credit (RMPC) helps clients reduce risk on campus and earn a credit on their institution's renewal premium. Check:

- 1** clients' progress toward completing the program
- 2** download the Member Benefit Report for more information about outstanding activities
- 3** RMPC program details such as FAQs, requirements, and qualifying activities are also available in the related documents.