Online Application Forms

Netcare Life IT Department

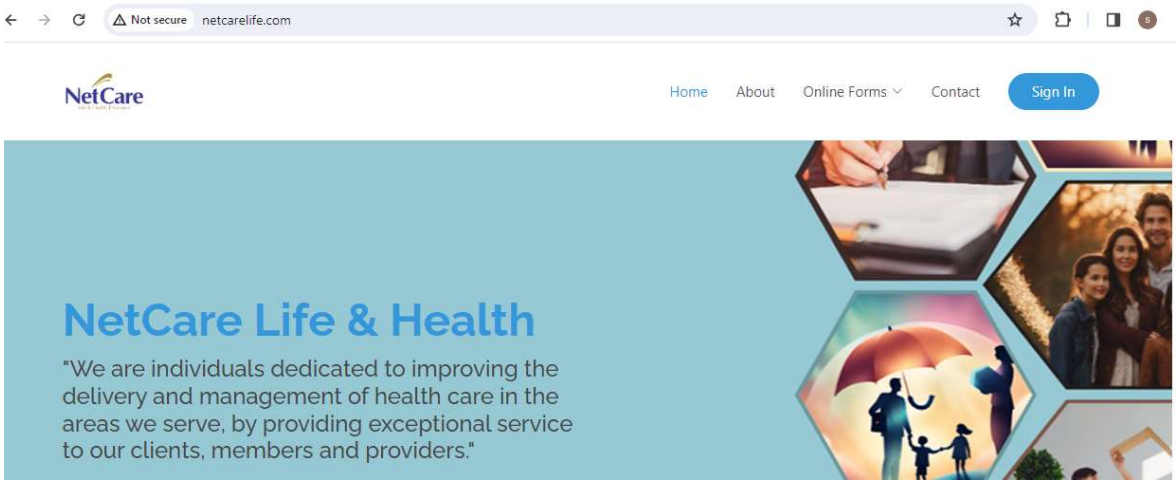
New Version No	Effective Date of the Change	Description of Changes / Revision
1.0	1/29/2024	1. Initial Version

Online Application Forms app enables end-users, potential clients, and agents to fill up and submit application forms via online. It could be Universal Life plan, Cancer plan and/or Term plan, users can just go to Netcare Life's website, fill up, sign and submit the application form, and with just few seconds, the application form will be received by Netcare Life's admin personnel, for approval.

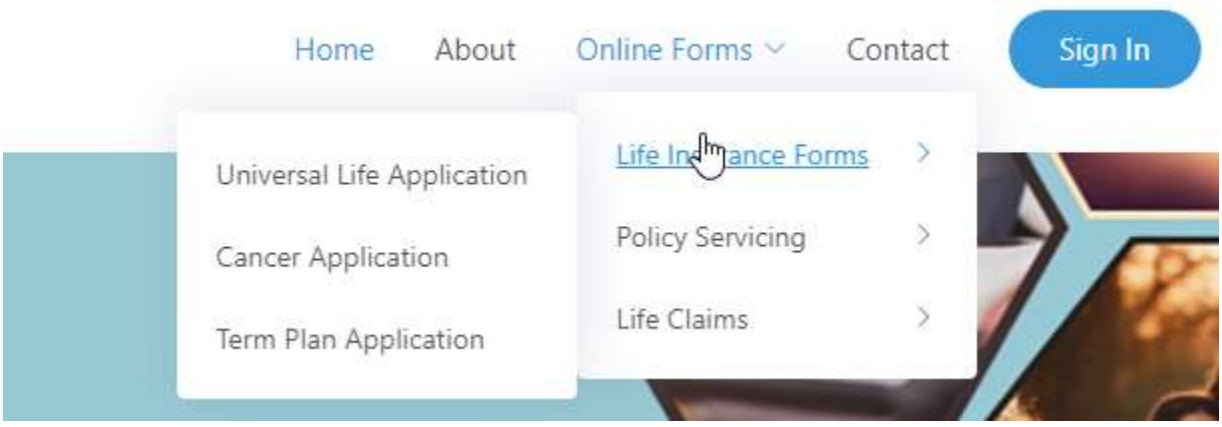
Users can also attach required documents to the application form, monitor their submitted application– via sms notification app or via email and more.

Just key-in www.netcarelife.com, this is where it will all start.

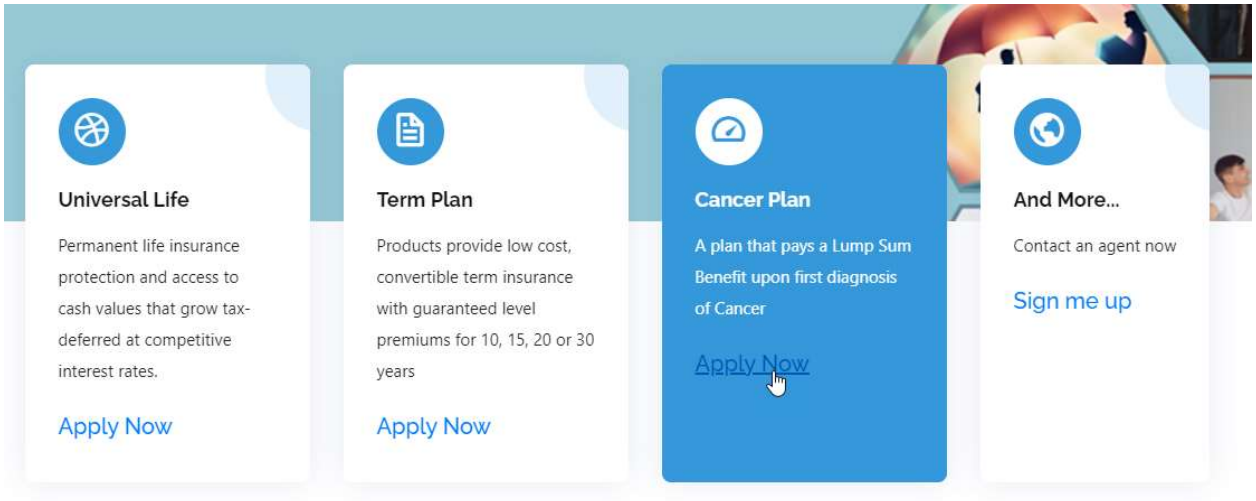
1. Open web browser. (Google, Microsoft Edge, Safari)
2. In the address bar, key-in www.netcarelife.com



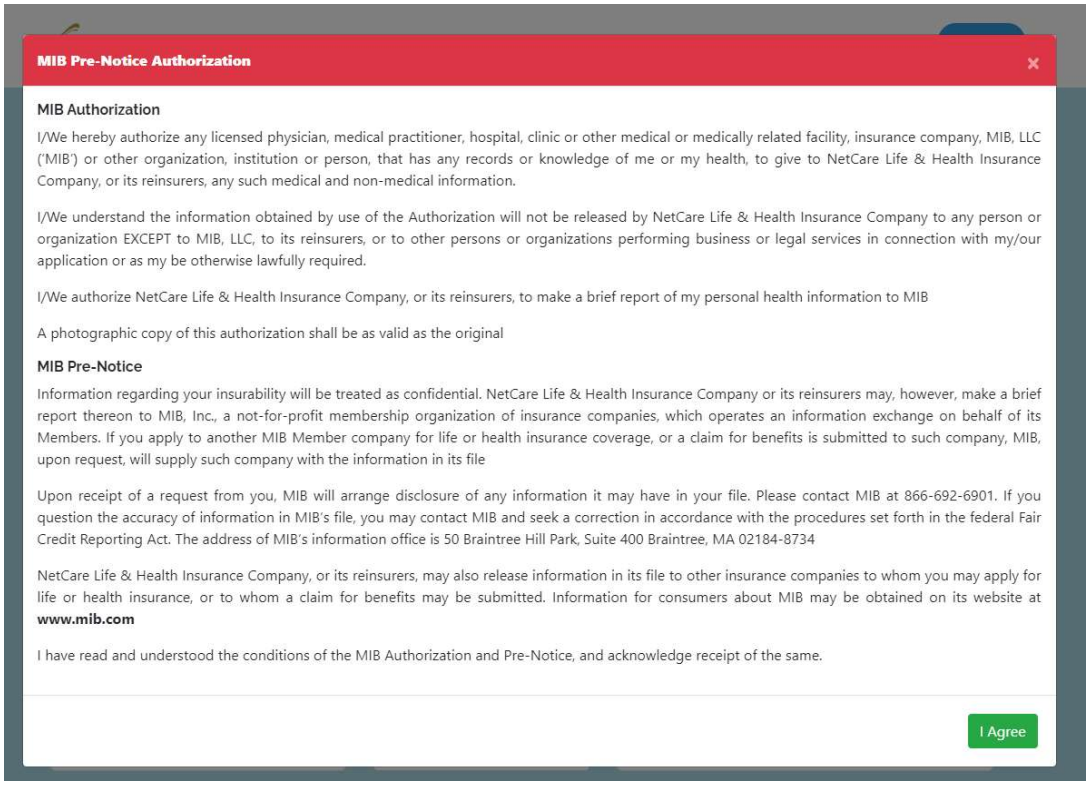
Submit a **Cancer Plan Application**



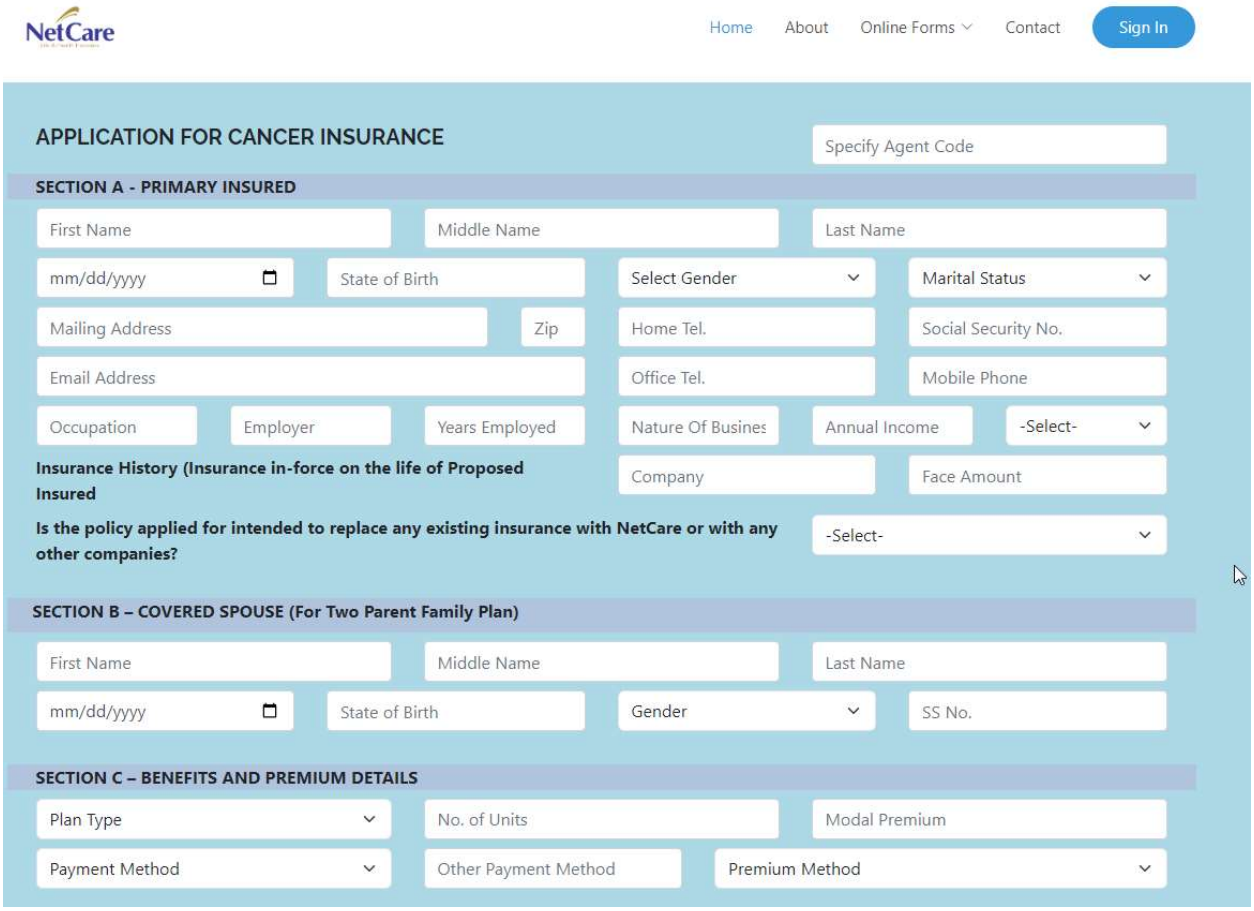
1. In the menu, click on Online Forms > Life Insurance Forms > Cancer Application



2. Cancer Plan form is also accessible via Tile Menu at the lower part of the page.

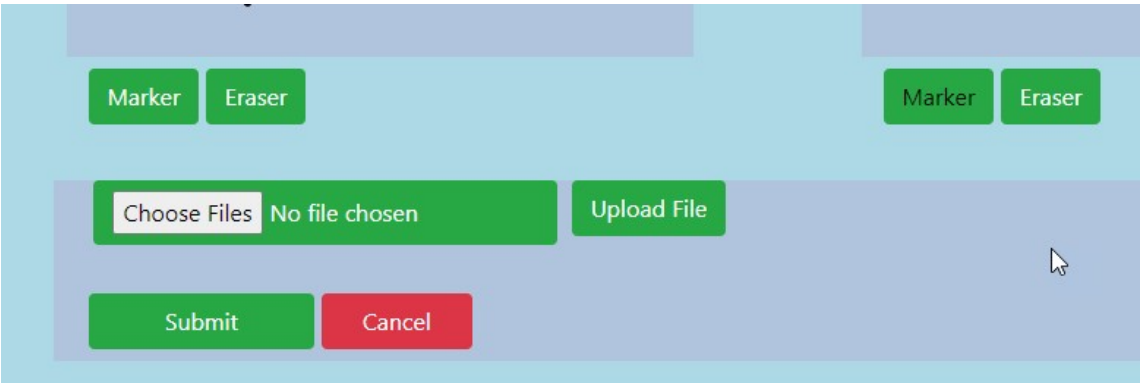


3. Once user clicked on the Cancer Application form, a pop-up screen will appear, click on "I Agree" button for the MIB Pre-Notice Authorization. This for is required for all application forms.



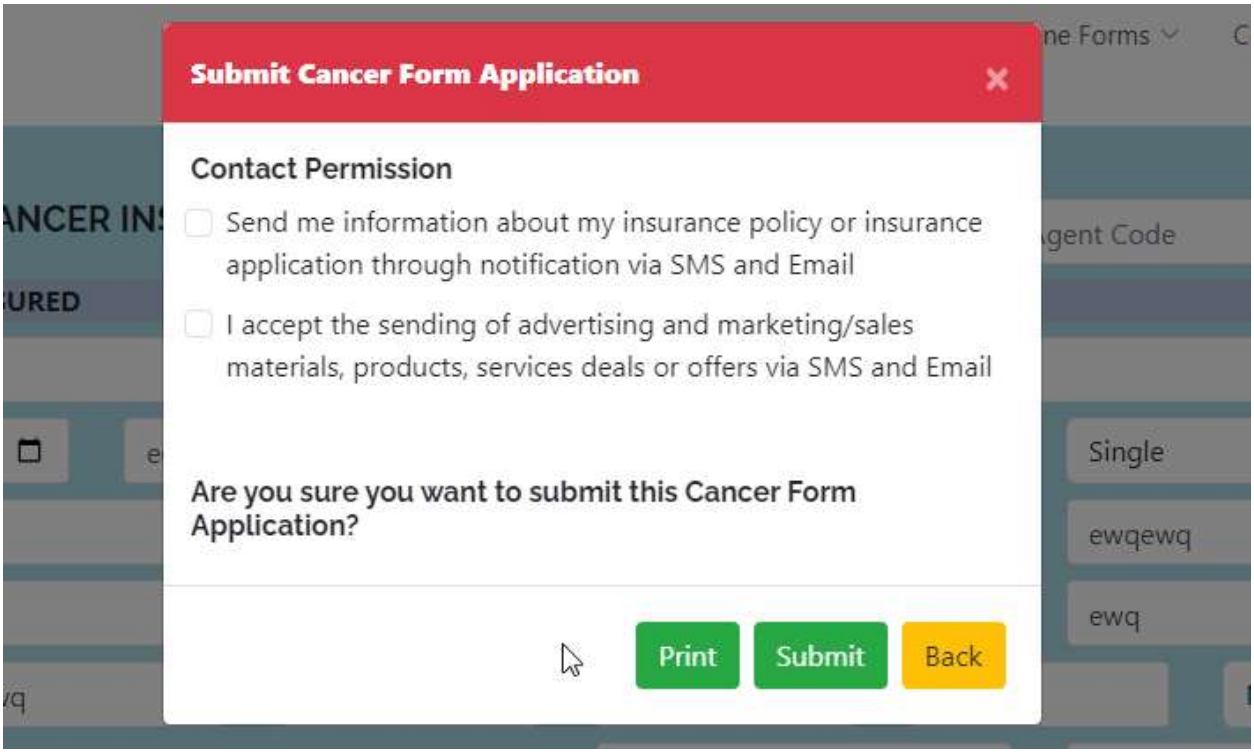
4. Once you click “I agree”, the Cancer Plan form will appear, fill in all the required fields.

5. Users are required to sign into the form before submission



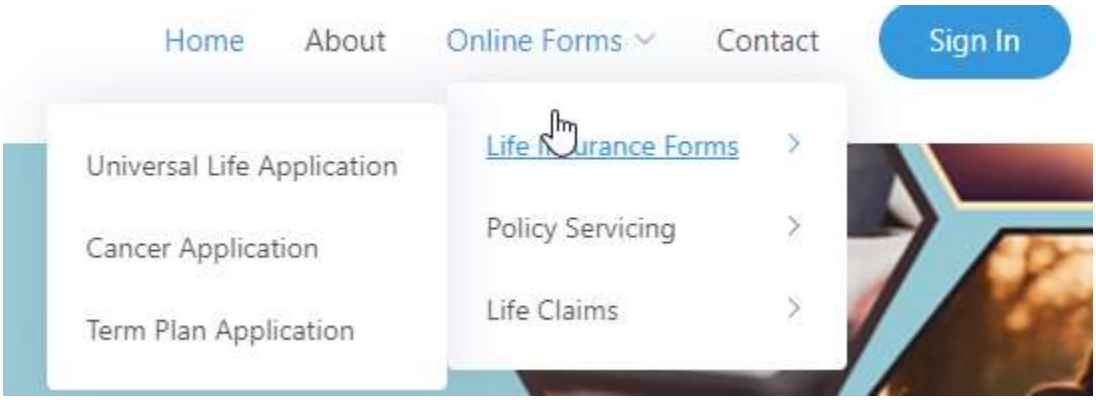
6. Users can also attach files needed for the application form. Just click on “Choose Files” then press “Upload File” button.

7. Once all necessary fields are filled up, users may now press the submit button.

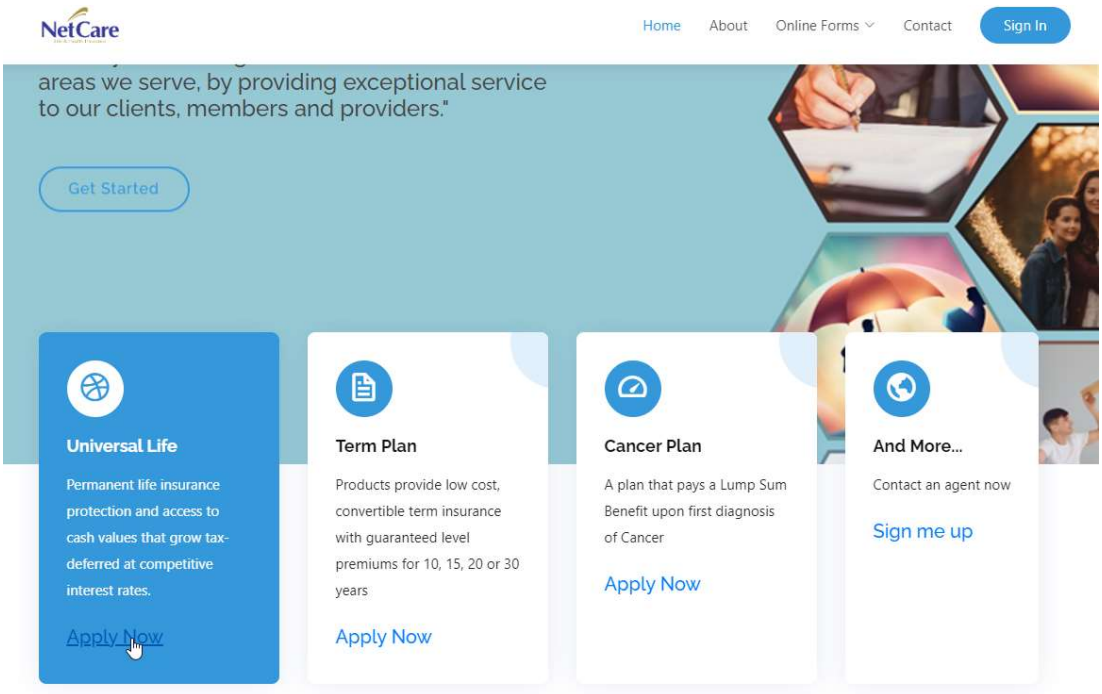


8. A pop-up will appear. Click on the checkboxes so users may receive sms notification or/and email notification, regarding status of his/her application. This will also enable Netcare to send latest news, products being offered.
9. Press Submit button

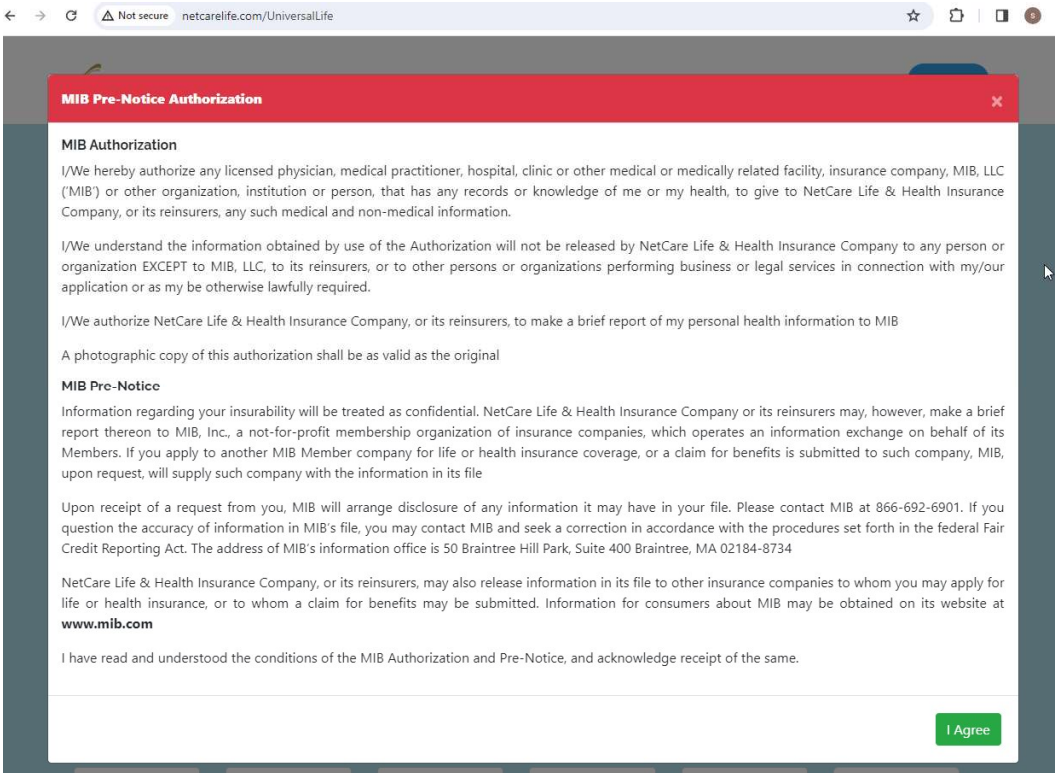
Submit a **Universal Plan Application**



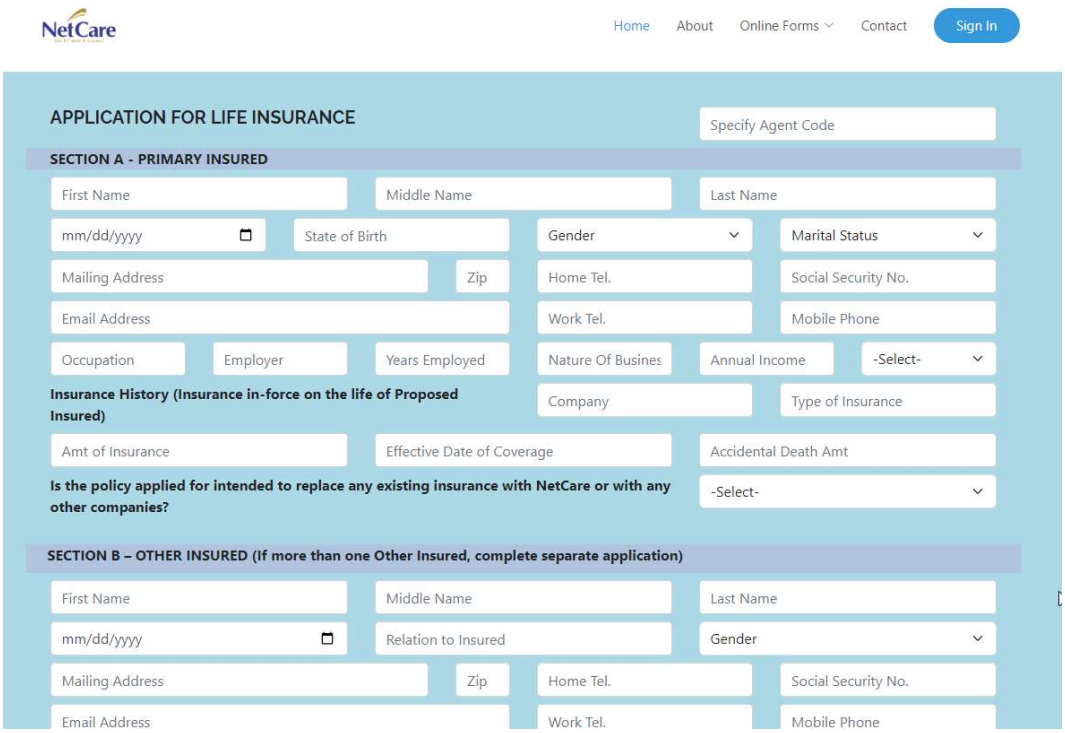
1. Click Online Forms > Life Insurance Forms > Universal Life Application



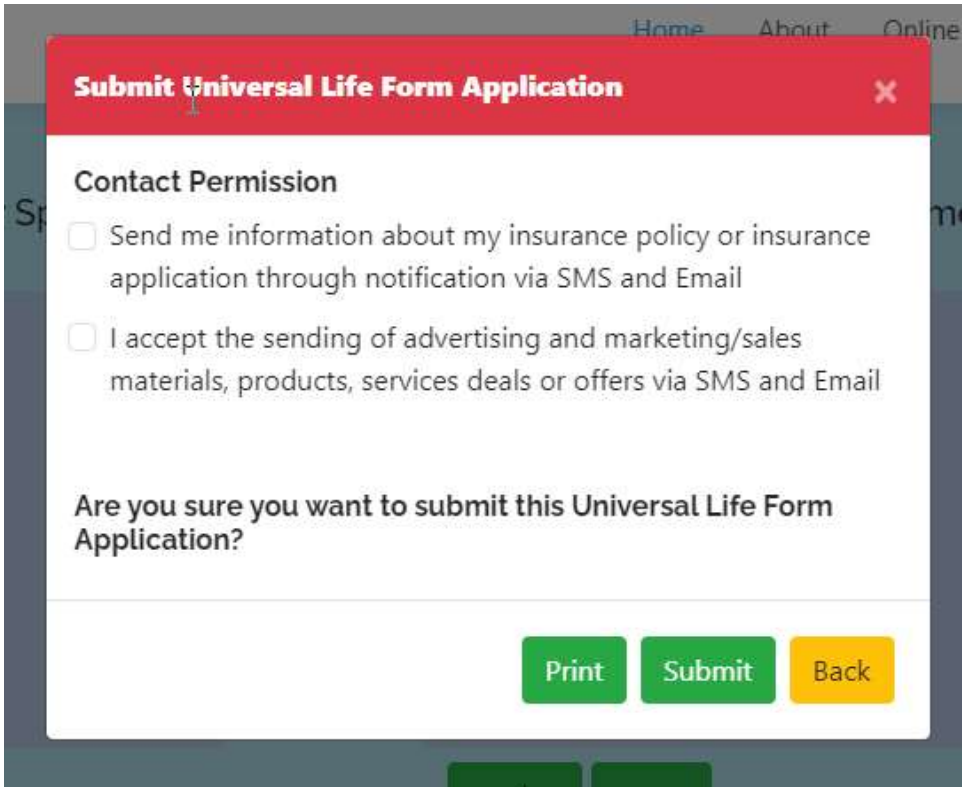
2. The Universal Life Application for is also accessible via tiled menu.



3. Clicking the Universal Life Application menu, MIB Pre-Notice Authorization will be displayed. Just click on "I Agree" button.

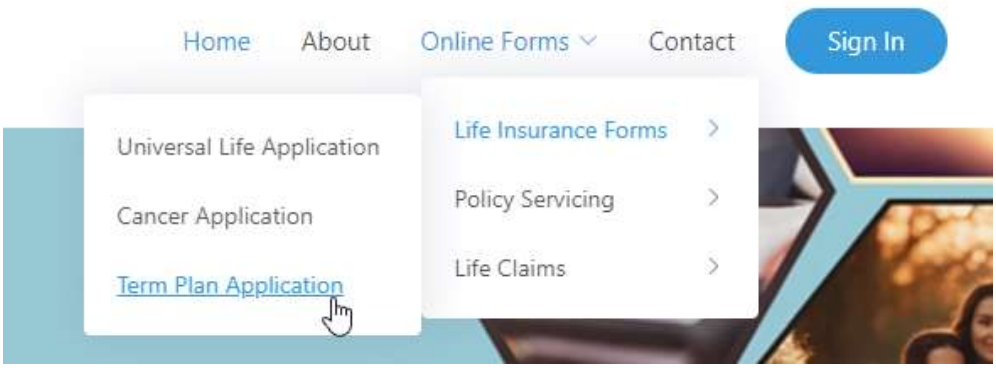


4. Application for Universal Life will be displayed. Fill all required fields. Users can also attach necessary files to be submitted. And can also signed the said document.

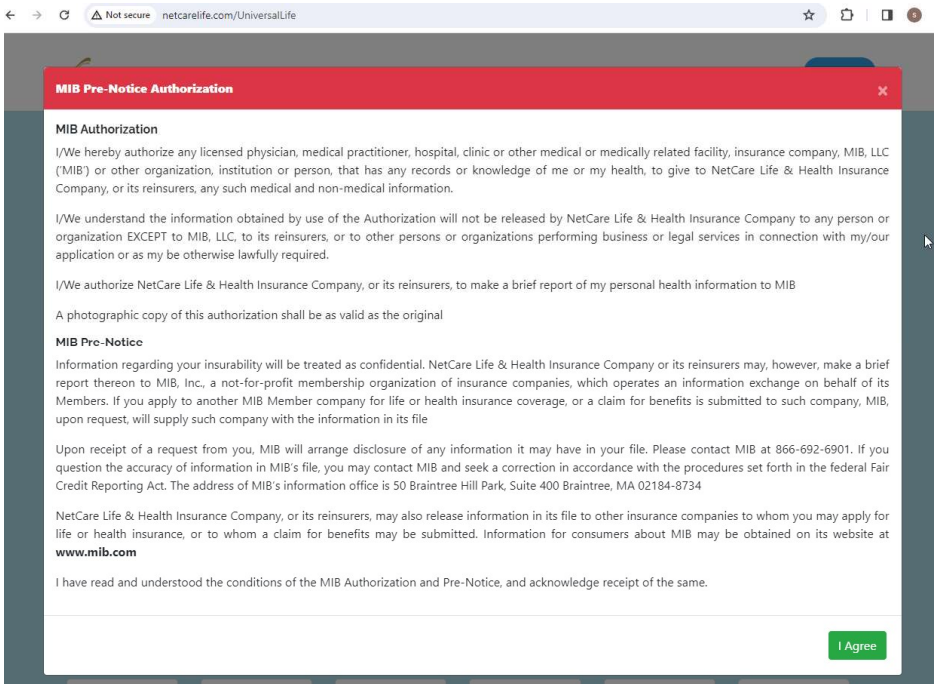


5. A pop-up will appear. Click on the checkboxes so users may receive sms notification or/and email notification, regarding status of his/her application. This will also enable Netcare to send latest news, products being offered.
6. Click Submit.

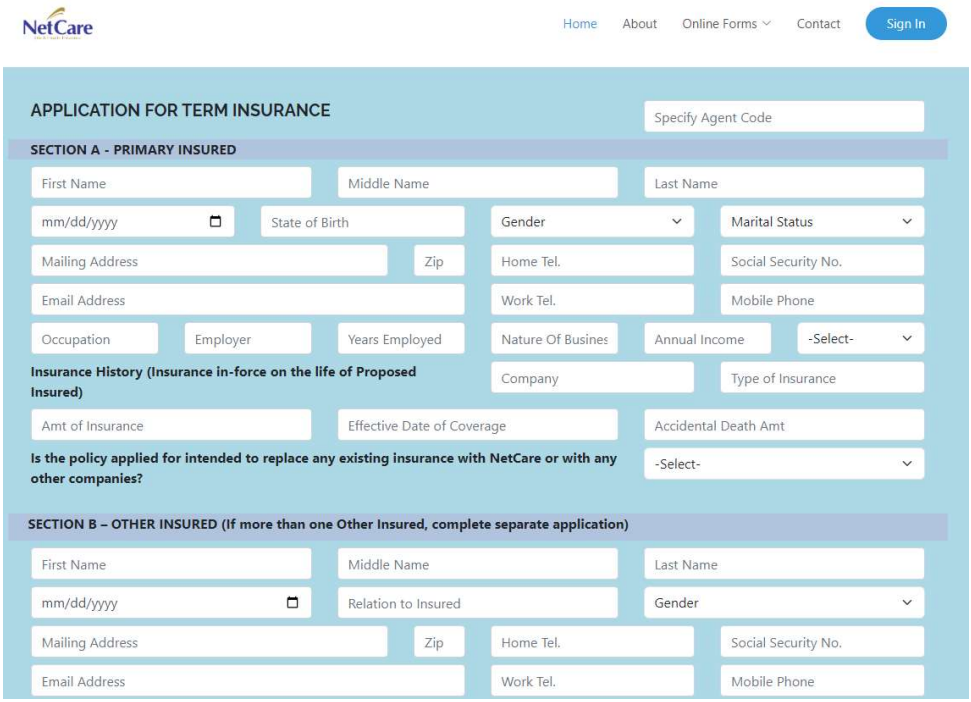
Submit a **Term Plan Application**



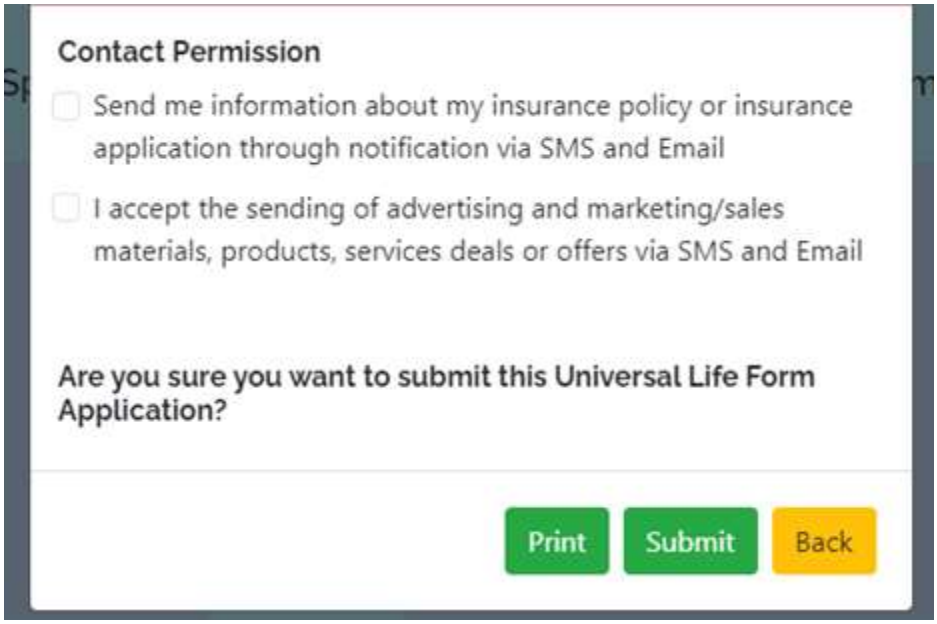
1. In the menu, click on Online Forms > Life Insurance Forms > Term Plan Application



2. Once user clicked on the Term Plan Application form, a pop-up screen will appear, click on "I Agree" button for the MIB Pre-Notice Authorization. This for is required for all application forms.



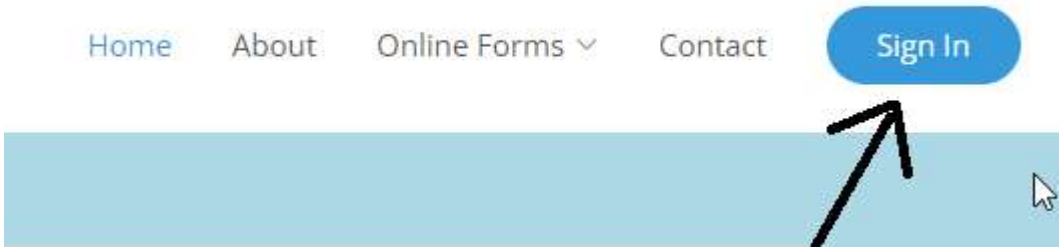
3. Users will be presented with the application form for Term. Fill up the required fields. Users can also attach required documents. Users can also sign the form.
4. Click on submit.

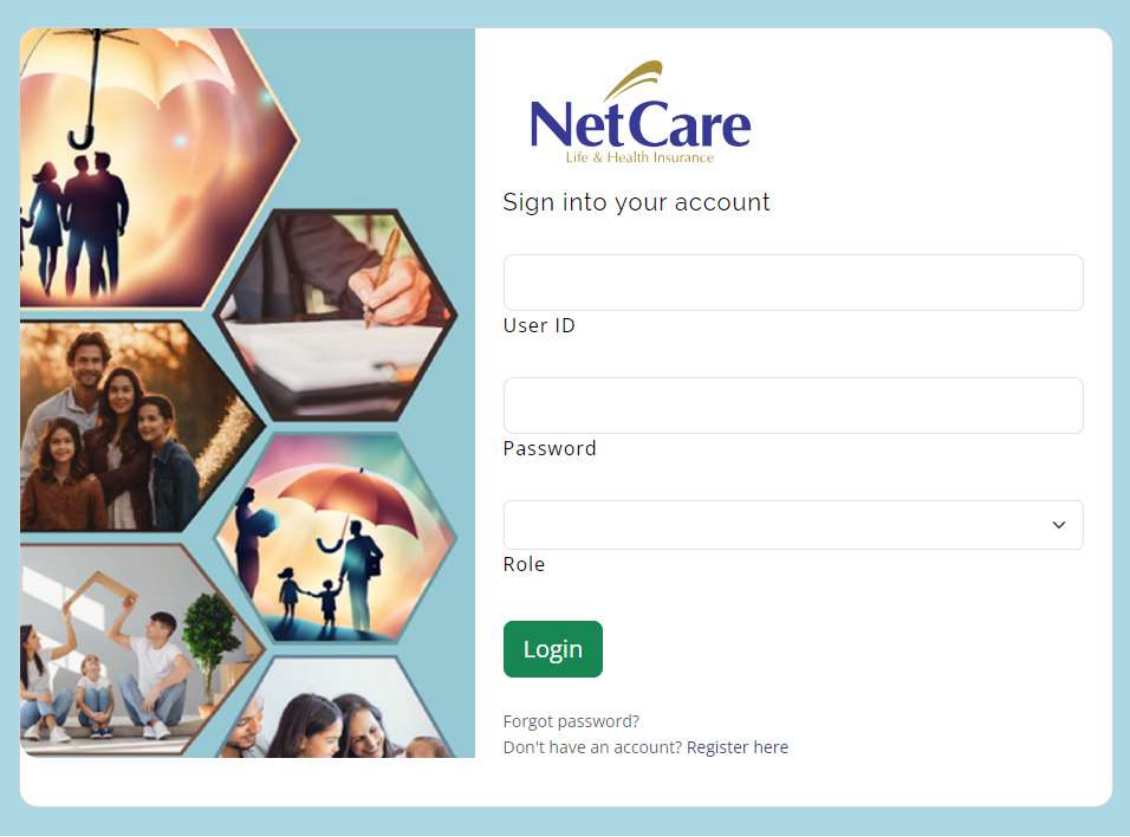


5. A pop-up will appear. Click on the checkboxes so users may receive sms notification or/and email notification, regarding status of his/her application. This will also enable Netcare to send latest news, products being offered.
6. Click on submit.

Administrator Menus

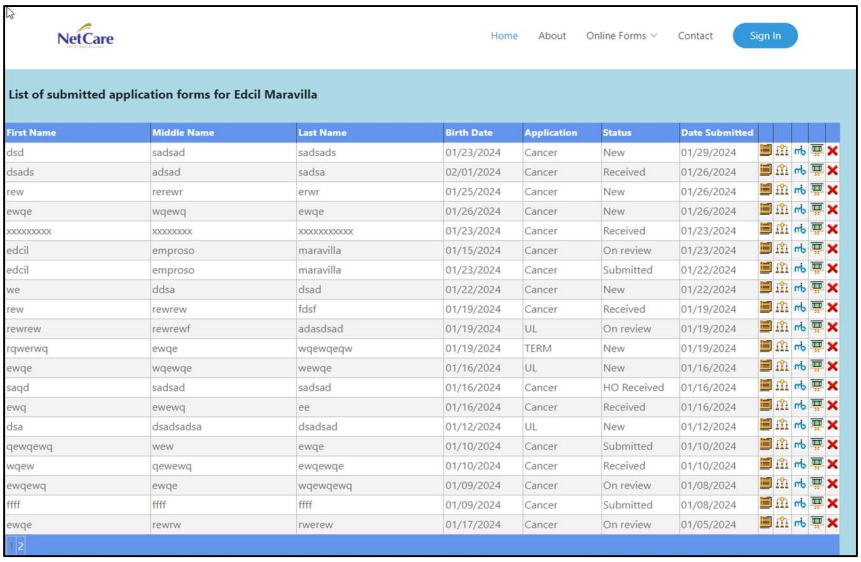
Online web application provides users to manage submitted forms. By just clicking in Sign from the menu, users will be presented with a login screen.





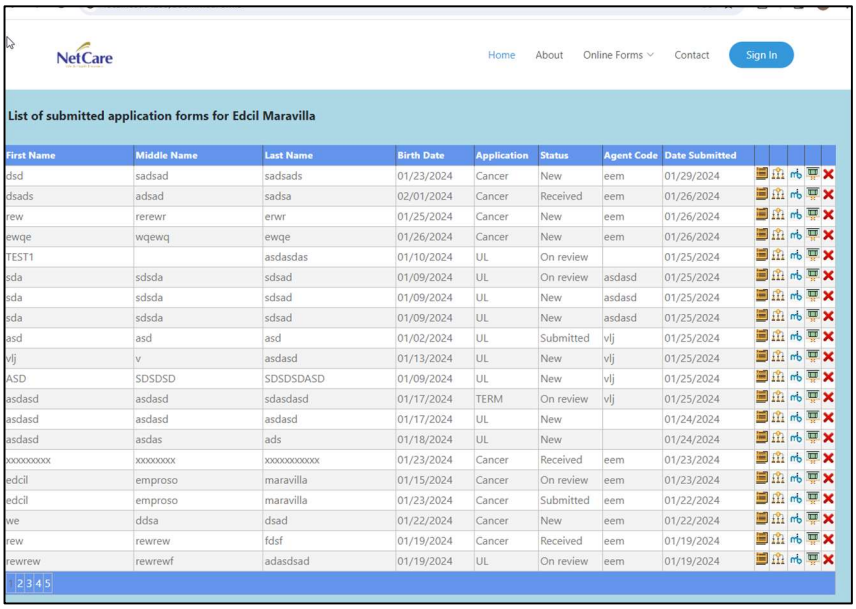
1. Fill up the login form with User Id, Password and Role.
   Currently there are 2 roles working in the system.
   Agent – all newly submitted forms will be received by the assigned agent (depending on the agent listed in the form)
   Employee – Final approval for all submitted forms. Monitors all submitted application from New to Received status.

1. Once logged-in, users will be presented with screens depending on the selected Role
   a. Screen for Agent



First Name	Middle Name	Last Name	Birth Date	Application	Status	Date Submitted
dsd	sadsad	sadsads	01/23/2024	Cancer	New	01/29/2024
dsads	adsad	sadsa	02/01/2024	Cancer	Received	01/26/2024
rew	rerewr	erwr	01/25/2024	Cancer	New	01/26/2024
ewqe	wqewq	ewqe	01/26/2024	Cancer	New	01/26/2024
xxxxxxxxx	xxxxxxxx	xxxxxxxxxxx	01/23/2024	Cancer	Received	01/23/2024
edcil	emproso	maravilla	01/15/2024	Cancer	On review	01/23/2024
edcil	emproso	maravilla	01/23/2024	Cancer	Submitted	01/22/2024
we	ddsa	dsad	01/22/2024	Cancer	New	01/22/2024
rew	rewrew	fdsf	01/19/2024	Cancer	Received	01/19/2024
rewrew	rewrewf	adasdsad	01/19/2024	UL	On review	01/19/2024
rqwerwq	ewqe	wqewqeqw	01/19/2024	TERM	New	01/19/2024
ewqe	wqewqe	wewqe	01/16/2024	UL	New	01/16/2024
saqd	sadsad	sadsad	01/16/2024	Cancer	HO Received	01/16/2024
ewq	ewewq	ee	01/16/2024	Cancer	Received	01/16/2024
dsa	dsadsadsa	dsadsad	01/12/2024	UL	New	01/12/2024
qewqewq	wew	ewqe	01/10/2024	Cancer	Submitted	01/10/2024
wqew	qewewq	ewqewqe	01/10/2024	Cancer	Received	01/10/2024
ewqewq	ewqe	wqewqewq	01/09/2024	Cancer	On review	01/08/2024
ffff	ffff	ffff	01/09/2024	Cancer	Submitted	01/08/2024
ewqe	rewrw	rwerew	01/17/2024	Cancer	On review	01/05/2024

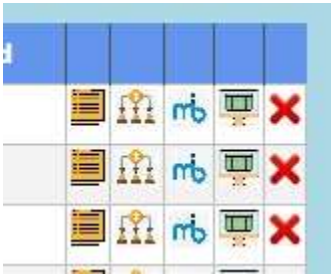
b. Screen for Employees



First Name	Middle Name	Last Name	Birth Date	Application	Status	Agent Code	Date Submitted
dsd	sadsad	sadsads	01/23/2024	Cancer	New	eem	01/29/2024
dsads	adsad	sadsa	02/01/2024	Cancer	Received	eem	01/26/2024
rew	rerewr	erwr	01/25/2024	Cancer	New	eem	01/26/2024
ewqe	wqewq	ewqe	01/26/2024	Cancer	New	eem	01/26/2024
TEST1		asdasdas	01/10/2024	UL	On review		01/25/2024
sda	sdsda	sdsad	01/09/2024	UL	On review	asdasd	01/25/2024
sda	sdsda	sdsad	01/09/2024	UL	New	asdasd	01/25/2024
sda	sdsda	sdsad	01/09/2024	UL	New	asdasd	01/25/2024
asd	asd	asd	01/02/2024	UL	Submitted	vlj	01/25/2024
vlj	v	asdasd	01/13/2024	UL	New	vlj	01/25/2024
ASD	SDSDSD	SDSDSDASD	01/09/2024	UL	New	vlj	01/25/2024
asdasd	asdasd	sdasdasd	01/17/2024	TERM	On review	vlj	01/25/2024
asdasd	asdasd	asdasd	01/17/2024	UL	New		01/24/2024
asdasd	asdas	ads	01/18/2024	UL	New		01/24/2024
xxxxxxxxx	xxxxxxxx	xxxxxxxxxxx	01/23/2024	Cancer	Received	eem	01/23/2024
edcil	emproso	maravilla	01/15/2024	Cancer	On review	eem	01/23/2024
edcil	emproso	maravilla	01/23/2024	Cancer	Submitted	eem	01/22/2024
we	ddsa	dsad	01/22/2024	Cancer	New	eem	01/22/2024
rew	rewrew	fdsf	01/19/2024	Cancer	Received	eem	01/19/2024
rewrew	rewrewf	adasdsad	01/19/2024	UL	On review	eem	01/19/2024

1 2 3 4 5

Notice the buttons at the right side of the grid.



1. Click on this icon, to open the application form. For review of the agent or Netcare Life employee

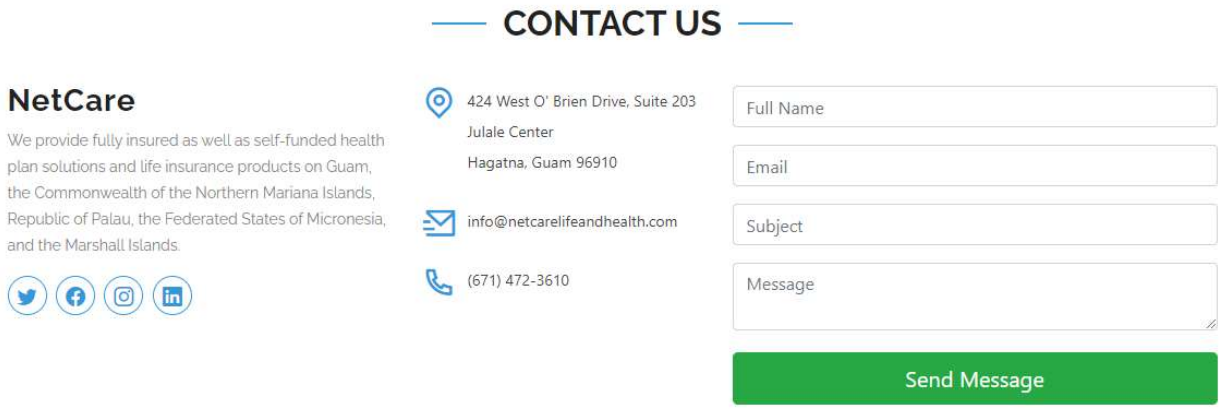
2. This will display the beneficiary form for each application.

3. This will display the MIB authorization and Pre-Notice

4. Display and an option to print the Agent's Report

Contact Us

Potential clients may also send us messages via our web application. From the landing page, scroll down. Users will be presented a form which they can send messages.



1. Fill up the necessary details in the form then press Send Message button.