

# Submitting a Dental Claim: Online

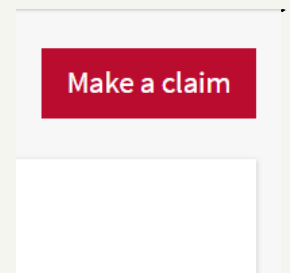
## Step 1

Sign in to your group plan account with Canada Life [here](#).



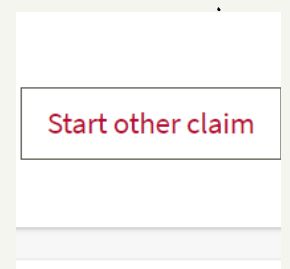
## Step 2

In the upper right-hand corner, click the button to "Make a Claim."



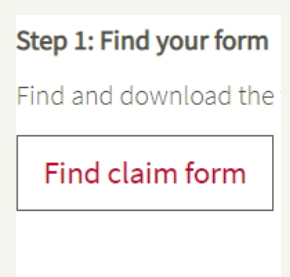
## Step 3

Scroll down to "Start other claim" button.



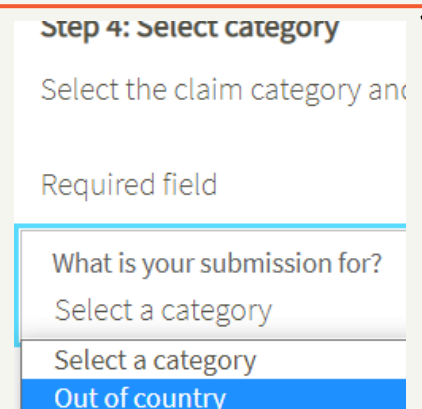
## Step 4

Under Step 1, click "Find claim form." The page that shows up will include a link to the PDF form for Dental claims. Print this form, complete it, and then scan it.



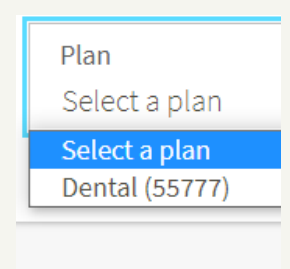
## Step 5

Once you have completed your form, return to the "Make a claim" link and click "Start other claim" again. Scroll down to Step 4 and select "Out of country" from the drop-down menu.



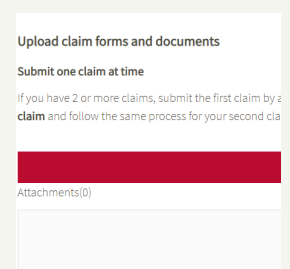
## Step 6

Once you've selected the "Out of country" option, another drop-down menu will be generated, called "Plan." Select the Dental option.



## Step 7

You'll now have the option to upload your claim form and supporting documents/receipts.



## Step 8

Once you attach documents, the button to submit will appear. No more having to mail in your claim!

