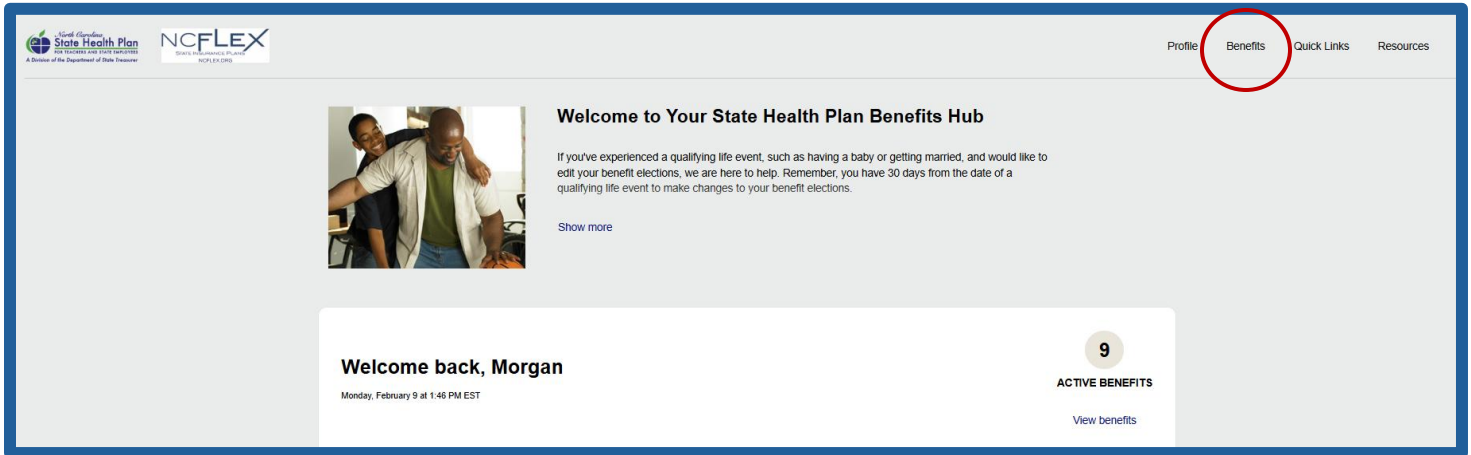


Accessing Your Electronic 1095-C Form

1. Log in to the State Health Plan (SHP) Member Benefits Portal:

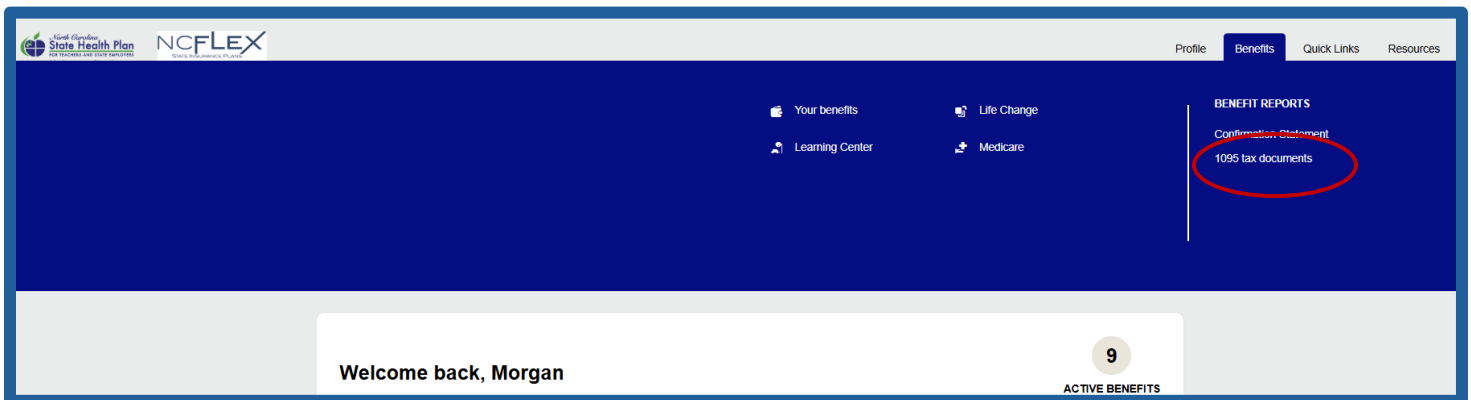
<https://nc.secure-enroll.com/go/NC-SHP>

2. After logging in, locate the “Benefits” tab in the upper right corner of the window.



3. Hover over the “Benefits” tab to open the blue dropdown menu.

Under “Benefits Reports”, select “1095 Tax Documents”.



4. The 1095 Tax Documents page will display all available 1095-C forms for each year of your permanent employment with Martin Community College.

Your Documents

Your employer has provided IRS Form 1095-C, Employer-Provided Health Insurance Offer and Coverage for you to download and keep with your tax records. Multiple versions may appear if you worked under multiple tax ids or if your employer issued a corrected form.

Tax-related documents

Tax Year	Date Created	Company Name	
2025	02/04/2026	Martin Community College (EIN: 560895914)	Download
2024	01/28/2025	Martin Community College (EIN: 560895914)	Download
2023	02/21/2024	Martin Community College (EIN: 560895914)	Download
2022	02/08/2023	Martin Community College (EIN: 560895914)	Download
2021	01/12/2022	Martin Community College (EIN: 560895914)	Download

5. Select **“Download”** next to the tax year for which you need a copy of your 1095-C.

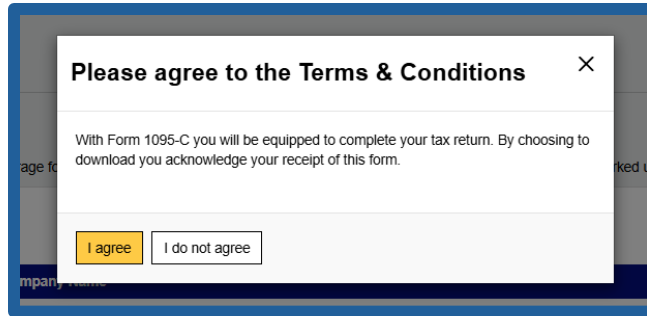
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2022	02/08/2023	Martin Community College (EIN: 560895914)	Download
2021	01/12/2022	Martin Community College (EIN: 560895914)	Download

6. After selecting **“Download”**, a message will appear asking you to agree to the Terms & Conditions.



- Select **“I Agree”** to proceed and access your downloaded 1095-C.
- Selecting **“I Do Not Agree”** will cancel the download and you **will not** be able to access the document.

7. **Important:** Human Resources will **not** print or provide 1095-C documents for individuals who decline the Terms & Conditions.