

STUDENT HEALTH RECORD SUBMISSION GUIDELINES

Following these guidelines will ensure you avoid late fees and penalties.

The Student Health Record is due May 17, 2020.

- Early compliance with this request will help you avoid administrative delays on Move-In Day and during the course registration period.
- If you do not have a Student Health Record on file at Student Health Services (SHS) by 05/17/2020 and do not contact us before the deadline, we will apply a \$25 late fee to your Student Account.
- If you still do not have a completed Student Health Record on file after we charge the late fee to your account, we will place you on a Health Hold for the Spring Semester. Health Holds prevent you from registering for classes, viewing final grades and, dropping and adding classes.

You must submit your Health Record to the Student Health Portal and the Fieldwork Experiential Management System.

- Do not mail, e-mail, or fax the Student Health Record.

This Student Health Record is required for both SHS and the OT Department.

- Please upload documents to the Fieldwork Experiential Management System AND the Student Health Portal.

Your health care provider must document all vaccination dates on the provided Immunization Record (Part 3).

- We do not accept copies of records from other facilities as a substitute for completion of the Student Health Record.

Students with negative surface antibody titers (blood tests) must upload initial titer results and documentation of a booster vaccine by the deadline in order to avoid the \$25 late fee.

- If you are completing a second Hepatitis B immunization series, you must upload documentation after each vaccine in order to avoid a Health Hold.

Keep your original Health Record for your own personal records.

If you have questions or concerns, please contact SHS at 215-596-7133 215-596-8980 or shac@uscience.edu.