## How to Know if your Covid-19 Vaccination Information is Verified and Complete Transcript

To confirm your NAU Covid-19 Vaccination record is complete, navigate to https://www.campushealth.nau.edu

Click "NAU Student/Employee", and log in with your NAU Credentials.

On the left-hand side click "Medical Clearances".

In the "status" column, you will see "compliant" or "not compliant" for your COVID Vaccine.

If your status is "compliant", your vaccination information is verified and complete!

There is nothing else that you need to do.

If your status says "Non-Compliant", there is still something related to your COVID-19 vaccination that must be completed.

Submissions must include your vaccination dates AND a copy of your COVID-19 vaccination card.

If information is missing, you will receive an email outlining these details.

Your 'Medical Clearance' status will continue to be listed as "Non-compliant" until we receive all required documentation.

Once all correct documentation is received and verified, your listed 'status' for your COVID-19 vaccines (only) will change to 'compliant' and the 'detail' column for these vaccines will change to 'Satisfied.'

Vaccination verification by CHS staff may take up to 2 business days.

Please be patient when checking compliance.

To upload your COVID-19 Vaccination, click the green "Update" button.

A pop up will appear, click the green "Upload" button.

Select your vaccination card file and click "open" or "upload" depending on which browser you are using.

A pop up will appear to verify your image.

If the image is correct, click "Looks Good".

Next you'll want to add the dates of your vaccinations in the "COVID-19 Vaccine History" section.

To prevent delays, ensure these dates match what is on your vaccination card.

Click the green "add immunization" button.

A pop up will appear, enter the date of your first Covid-19 vaccination.

Click the drop down under "Immunization" and select the type of Immunization you received.

Once you've completed these steps, click "Save".

If necessary, complete these steps again to add your second or third vaccination.

Once you've uploaded your vaccination card and added your immunization dates, click "done".

If you have previously uploaded your information, it's possible that Campus Health has not yet verified your entries.

By clicking on "Immunization History" on the left-hand side, you can see all of your verified immunizations.

If it has been more than 2 business days and your COVID-19 vaccinations are not listed, you can contact the Campus Health Immunization desk at 928-523-6359.