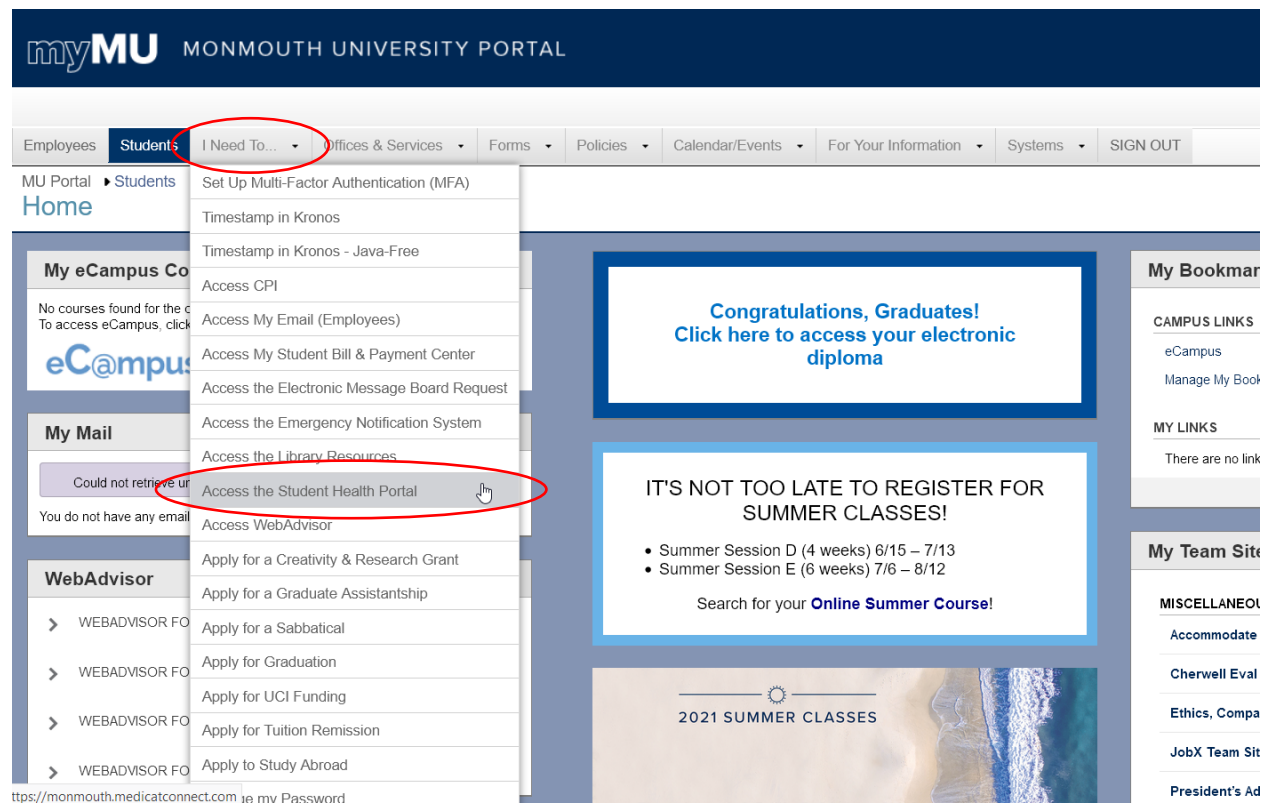


## Upload your COVID-19 Vaccination card/Immunization Exemption to the Student Health Portal

### **Before you start:**

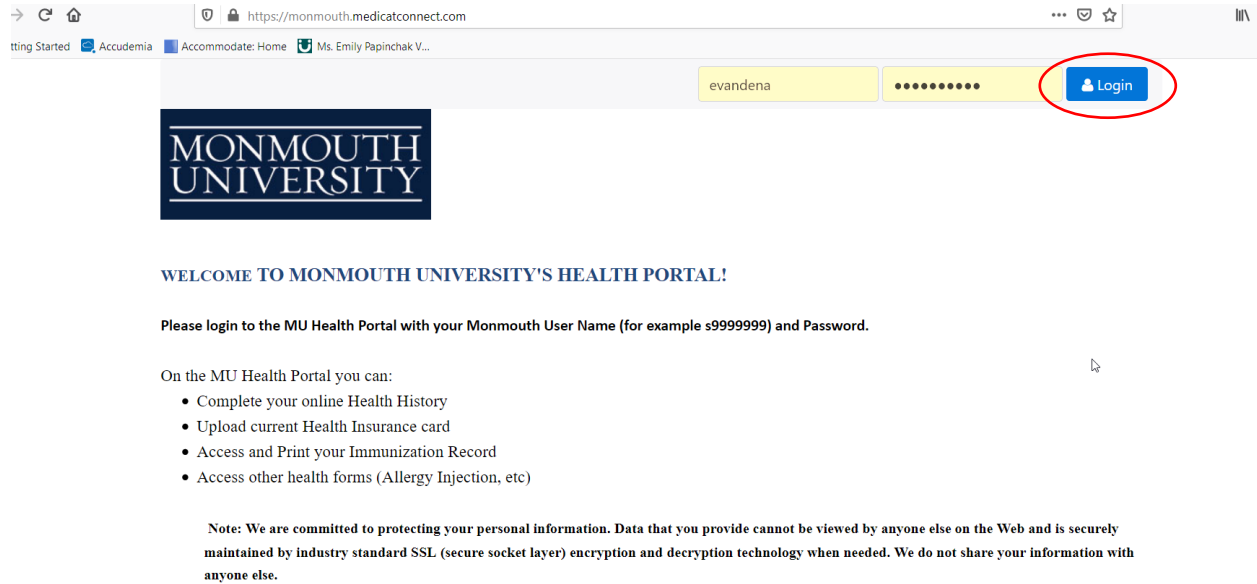
Make sure you have an image of your COVID vaccination card or your immunization exemption document saved to your device. Images (pics) **MUST** be scanned/saved as a .gif, .png, .tiff, .tif, .jpg, .jpeg files. All file names must be 20 characters or less and contain **only letters and/or numbers.**

Go to the MyMU Portal. Select **I Need To**. Select **Access the Student Health Portal**.



The screenshot displays the MyMU Portal interface. At the top, the logo reads "myMU MONMOUTH UNIVERSITY PORTAL". Below the logo is a navigation bar with tabs for "Employees", "Students", "I Need To...", "Offices & Services", "Forms", "Policies", "Calendar/Events", "For Your Information", "Systems", and "SIGN OUT". The "Students" tab is selected, and the "I Need To..." dropdown menu is open, listing various services. The option "Access the Student Health Portal" is highlighted with a red circle. The main content area features a blue banner with the text "Congratulations, Graduates! Click here to access your electronic diploma". Below this is a white box with the heading "IT'S NOT TOO LATE TO REGISTER FOR SUMMER CLASSES!" and a list of summer sessions: "Summer Session D (4 weeks) 6/15 – 7/13" and "Summer Session E (6 weeks) 7/6 – 8/12". A search bar for "Online Summer Course!" is also present. The right sidebar contains sections for "My Bookmarks", "CAMPUS LINKS", "MY LINKS", "My Team Site", and "MISCELLANEOUS".

Enter your Single Sign On Username and password. Click **Login**.



→ ↻ 🏠 | 🔒 https://monmouth.medicatconnect.com | ⋮ 📄 ☆

ting Started | 🌐 Accademia | 🏠 Accommodate: Home | 👤 Ms. Emily Papinchak V...

evandena | ●●●●●●●● | **Login**

**MONMOUTH UNIVERSITY**

**WELCOME TO MONMOUTH UNIVERSITY'S HEALTH PORTAL!**

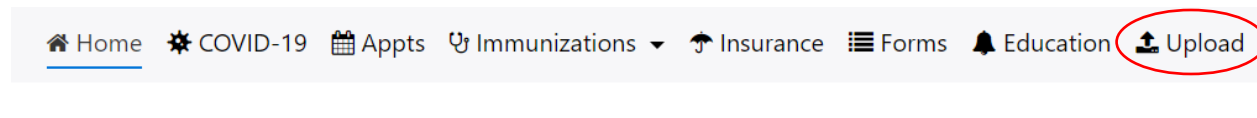
Please login to the MU Health Portal with your Monmouth User Name (for example s9999999) and Password.

On the MU Health Portal you can:

- Complete your online Health History
- Upload current Health Insurance card
- Access and Print your Immunization Record
- Access other health forms (Allergy Injection, etc)

Note: We are committed to protecting your personal information. Data that you provide cannot be viewed by anyone else on the Web and is securely maintained by industry standard SSL (secure socket layer) encryption and decryption technology when needed. We do not share your information with anyone else.

Click the **Upload** button:



🏠 Home | 🚨 COVID-19 | 📅 Appts | 🔄 Immunizations | ☂ Insurance | ☰ Forms | 🔔 Education | **📄 Upload**

### Monmouth University Students:

All new students *must* complete the following:

- Complete **Medical History** (find it under the forms tab)
- [Upload](#) supporting medical documents
- [Upload](#) front and back of current **Health Insurance card** AND
- [Upload](#) **COVID-19 Vaccination card**

### Monmouth University Employees:

Click [Upload](#) to upload your COVID-19 Vaccination card/Immunization Exemption

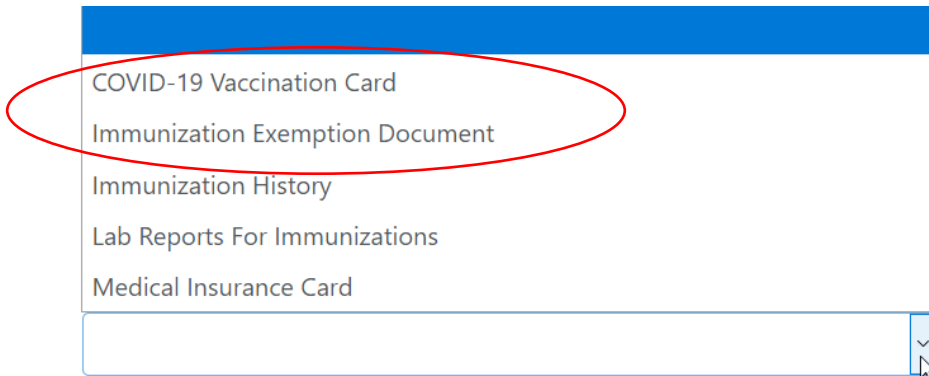
Scroll down to the section that says “Documents available to be uploaded”.

Click the dropdown arrow under **Choose document you are uploading**. Select **Covid-19 Vaccination Card** or **Immunization Exemption Document** from the drop down list.

**Documents available to be uploaded:**

- COVID-19 Vaccination Card
- Immunization Exemption Document
- Immunization History
- Lab Reports For Immunizations
- Medical Insurance Card

Choose document you are uploading:

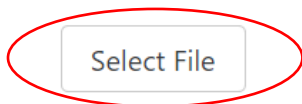

 

You will now see a Select file button. Click **Select File**.

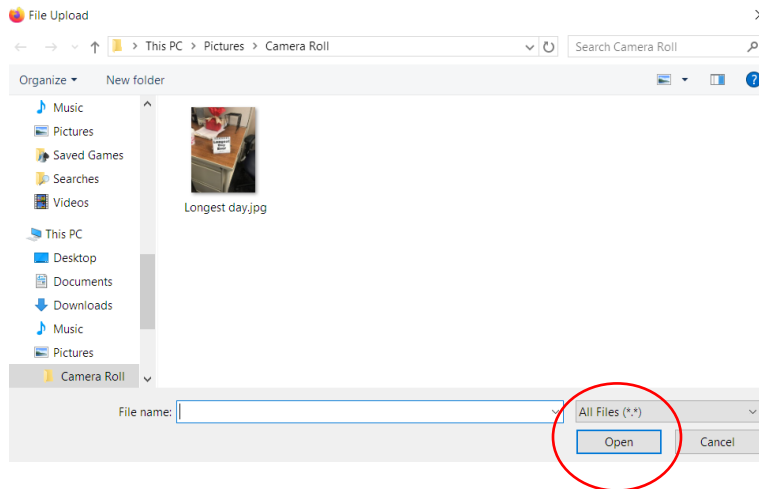
**Documents available to be uploaded:**

- COVID-19 Vaccination Card
- Immunization Exemption Document
- Immunization History
- Lab Reports For Immunizations
- Medical Insurance Card

Choose document you are uploading:

Select the image to upload and click **Open**. If you are on a mobile device, choose your file from your photo library.

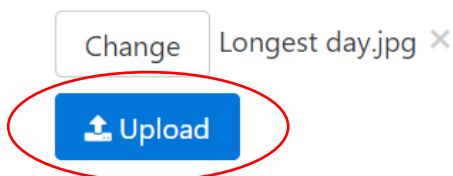


Your image name will show and there will now be a **blue** upload button. Click **Upload**.

**Documents available to be uploaded:**

- COVID-19 Vaccination Card
- Immunization Exemption Document
- Immunization History
- Lab Reports For Immunizations
- Medical Insurance Card

Choose document you are uploading:



You are done!