    Also linked from our website via Patient Portal link.
2. Log in using your UNI and Password.

3. Enter your Date of Birth then click ‘Proceed’.
4. In the menu of the patient portal home page, click on ‘Medical Clearances’.
5. There are two options for proving you have met immunization requirements,

Option A: Upload Immunization Documents

Step 1. Submit original immunization documents such as:

- Immunization record card signed by a physician, physician's assistant, or nurse practitioner.
- Migrant, Union, Community health plan or Military dependent “shot” record.
- Serologic testing to show immunity for measles, mumps, and rubella. Immunity to all three diseases may be proven by a single blood test for antibodies. You must submit a copy of the actual laboratory report.

Click Immunization Record button to upload your documents.
Click **Upload** button to upload your immunization documents.

**Immunization Records or Columbia University MMR Form**

- Download the Columbia University Measles, Mumps, and Rubella form or click the green **Download** button below.
- Have the form filled out and submit it to us by clicking the green **Upload** button.
- You may also upload immunization records from your health care provider by clicking the green **Upload** button.
- Accepted upload formats are: gif, jpg, png, and pdf.

**Status:** Upload Required
Select your immunization document for upload. After uploading you may select,

- ‘Cancel’ to submit a different document.
- ‘Looks Good’ to submit the document.
- ‘Edit Image’ to rotate, or adjust your image.
After the immunization document(s) is successfully uploaded and in review you can view your document by clicking on the image.

Please allow 7-10 business days for processing.

Uploaded documents cannot be deleted from your medical record.

You may upload additional documents by clicking .
Option B: Columbia University MMR Form

Step 1. Preview and download the Columbia University MMR Form.

- Section I. is to be completed by the student.
- Section II. is to be filled out by a healthcare provider. The provider must sign, stamp, and date the bottom of the form.

To upload your completed MMR form return to Step 5, Option A: ‘Upload Immunization Documents’ (page 4).
Whether you used Option A or Option B the following steps apply to all students

6. Return to the Medical Clearances menu and update your Measles, Mumps, and Rubella dates

![Medical Clearances for Adam Test](image_url)

- **Columbia Health Notice of Privacy Practices**: Not Compliant, No Data
- **Immunization Record**: Not Compliant, Not Satisfied
- **Measles**: Not Compliant, No Data
- **Mumps**: Not Compliant, No Data
- **Rubella**: Not Compliant, No Data
7. Click on Measles [Update]. Enter the dates on which you:
   • Received **TWO** doses of the MMR vaccine or individual **TWO** measles vaccines or
   • Had the blood test for Measles *(must submit your lab report)* or
   • Had the measles disease *(must be confirmed by healthcare provider)* or
   • The combination of the above that applies to your specific situation.

Then select “Done”.

![Measles (rubeola)](image)
8. Click on Mumps. Enter the dates on which you:
   - Received single dose of the mumps or combined mumps/rubella vaccine or
   - Had the blood test for Mumps (must submit your lab report) or
   - Had the mumps disease (must be confirmed by healthcare provider) or
   - The combination of the above that applies to your specific situation.
   Then select “Done”.

![Mumps form]

- Doses of Mumps MMR Vaccine
  - Date 1
  - Vaccine 1

- Mumps Antibody Titer (blood test)
  - Date
  - Result (clear)
  - Positive
  - Negative

- Previous Infection
  - Date of Disease
9. Click on Rubella [Update]. Enter the dates on which you:
   • Received single dose of the rubella or combined mumps/rubella vaccine or
   • Had the blood test for Rubella (must submit your lab report) or
   • The combination of the above that applies to your specific situation.
   Then select “Done”.

[Image of Rubella (German measles) form with options for dates and vaccine type]
10. Once your document(s) and dates are submitted your file will be under review please allow 7-10 business days for processing. Check your SSOL account to verify your hold has been removed. https://ssol.columbia.edu/
Once reviewed, if all requirements are met, your Medical Clearances will be satisfied.

### Medical Clearances for Adam Test

**Overall Clearance and Immunization Record compliance status will remain Not Satisfied until all documents are reviewed**

Please allow 7-10 business days for review of immunization data and records.

New York State Public Health Law 2165 requires:

- Proof of two (2) measles vaccines (administered at least 28 days apart), proof of one (1) mumps vaccine, proof of one (1) rubella vaccine
- All vaccines must be administered after the student's first birthday

Please review our [Immunization requirements](#) site for more details.

**Overall Clearance Status:** Satisfied

#### Items required for clearance:

<table>
<thead>
<tr>
<th>Clearance</th>
<th>Status</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Columbia Health Notice of Privacy Practices</td>
<td>Compliant</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Immunization Record</td>
<td>Compliant</td>
<td>Satisfied</td>
</tr>
<tr>
<td>Measles</td>
<td>Compliant</td>
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<tr>
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<td>Satisfied</td>
</tr>
<tr>
<td>Rubella</td>
<td>Compliant</td>
<td>Satisfied</td>
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</table>