University Health Center
University of Maryland
College Park, MD 20742
Upload Immunization information to
myuhc.umd.edu

DIVISION OF
STUDENT AFFAIRS
UNIVERSITY HEALTH CENTER

For questions or information:
call 301-314-8114

IMMUNIZATION RECORD INSTRUCTIONS

You may begin submitting your immunization information once you have attended orientation
Please submit your immunization information ONLINE no later than the first day of class

There are FOUR steps to successfully submitting your Immunization Record:

1. Upload your COVID-19 Vaccine Information
2. Input your other Immunization Information
3. Submit Supporting Documentation
4. Complete the Tuberculosis Risk Screening online (depending on your responses, you may be asked to complete Section E of the Immunization Record form)

1. Uploading your COVID-19 Vaccine Information:

Step 1: Go to www.myuhc.umd.edu
Step 2: Enter your **directory ID** and **password** to log on, then hit ENTER
Step 3: Click on **Enter my COVID-19 Vaccine Information** and follow instructions. You must enter all doses received, and attach a copy of your vaccine card or record in order for your information to be processed.

2. Inputting your other Immunization Information (MMR, TdaP, Meningitis, etc):

Step 1: Go to www.myuhc.umd.edu
Step 2: Enter your **directory ID** and **password** to log on, then hit ENTER
Step 3: Click on **Forms** (located on the left hand side of the page), then click on **Immunizations** (in the middle of the page)
Step 4: Carefully enter your immunization dates in the appropriate fields
Step 5: Scroll down to the gray box and click "Add Immunization Record" to attach your **supporting documentation (see number 3 below).**
You must click Submit Final for your information to be transmitted. Please note, you will not be able to make changes after this step
*Individuals who choose to sign the Meningococcal Waiver will need to complete Section D of the Immunization Record Form. Please submit the signed waiver along with your other supporting documentation.

3. Submitting Supporting Documentation:

Please scan or take a photo of the documents which can then be uploaded.
We ask that supporting documentation please be in English.
These are the acceptable forms of supporting documentation:

- Vaccine record from your doctor/provider office that includes provider information

- Up to date school or university immunization record
- Provider signed proof of current or previous immunizations
- Active duty (DD214) status in the US Military or International W.H.O Yellow Book showing MMR dates (completed by a medical provider)

*Alternatively, if you do not have any of these records, your medical provider must complete and sign the **Immunization Record** form, found on the following pages.

4. **Complete the Tuberculosis Risk Screen online:**
   Step 1: Go to www.myuhc.umd.edu
   Step 2: Enter your **directory ID** and **password** to log on, then hit ENTER
   Step 3: Click on **Forms** (located on the left hand side of the page), then click on **Tuberculosis (TB) Risk Screening (STUDENTS ONLY)**
   Step 4: Read and complete the screening questions carefully

Other Important Information:
- If you are in need of required vaccines, these are available at the University Health Center. Please call for an appointment when you arrive on campus. Many insurances can be billed for the cost of the vaccines.

- The University of Maryland requires that ALL students including credit/non-credit, degree/non-degree seeking, full-time/part-time, graduate/undergraduate, transfer and international students complete this form.

- Once your immunization information has been received and processed, you will receive a secure message through the patient portal, at myuhc.umd.edu. Please allow one week for processing after your form has been submitted.

- Student registration will be blocked if immunization information is missing.

- Don't forget about the Mandatory Health Insurance Waiver! Evidence of insurance must be provided yearly online at https://umd.myahpcare.com/waiver.

- While not required, we ask that you also complete the Gender and Identify Related Questions, which can be found under Forms in myuhc.umd.edu. We ask these questions to prepare to take the best, inclusive care of you.

Thank you and welcome to the University of Maryland!

(Immunization Record Form found on the next page)