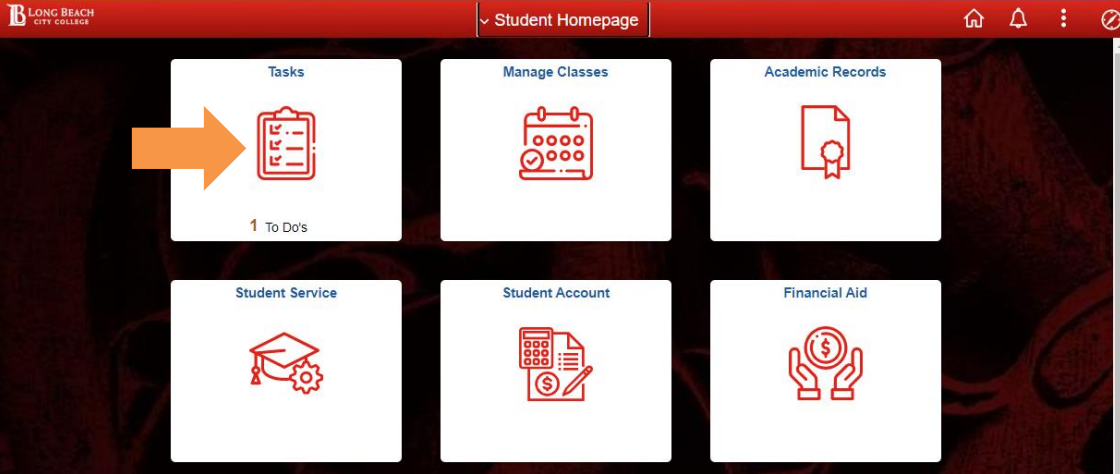
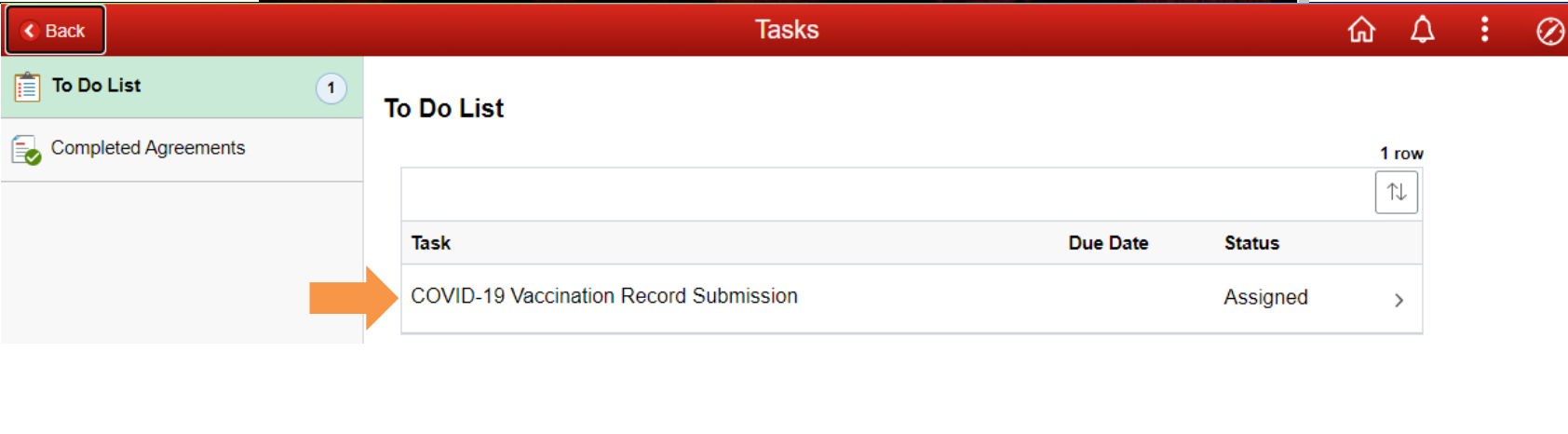
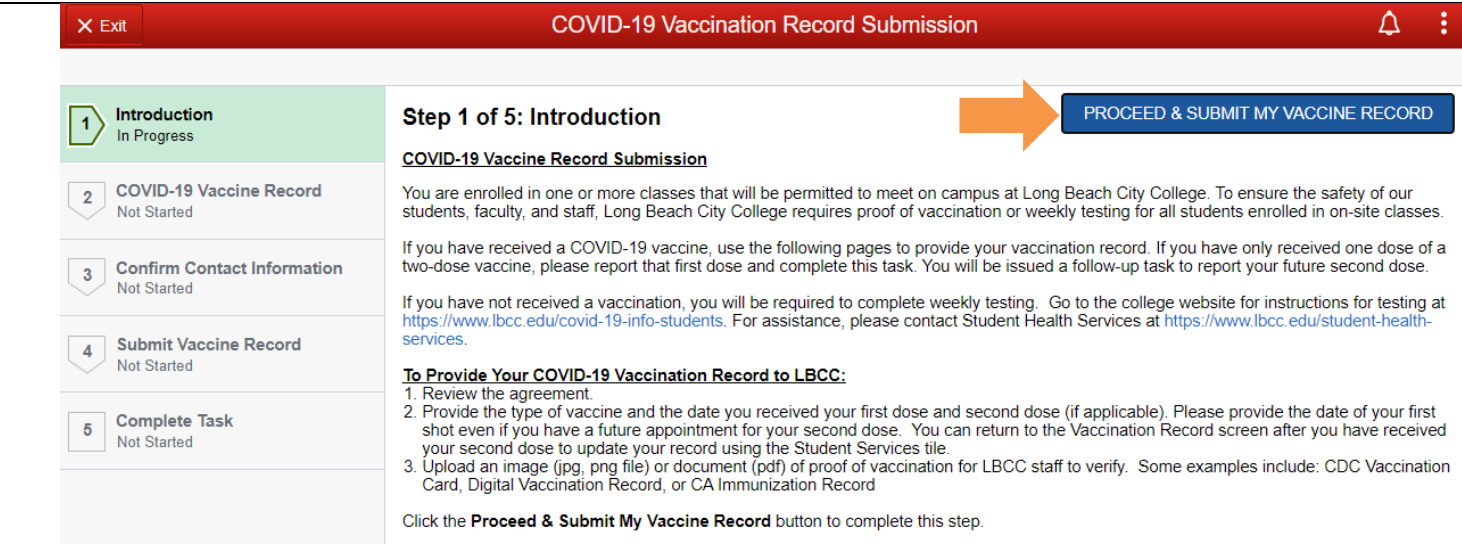
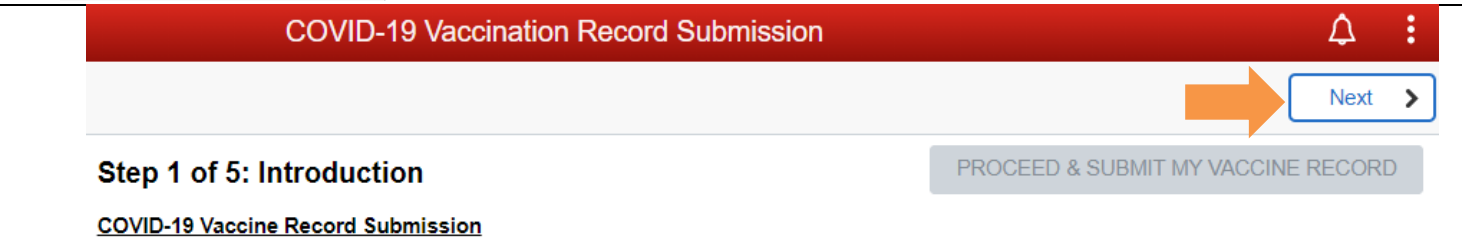
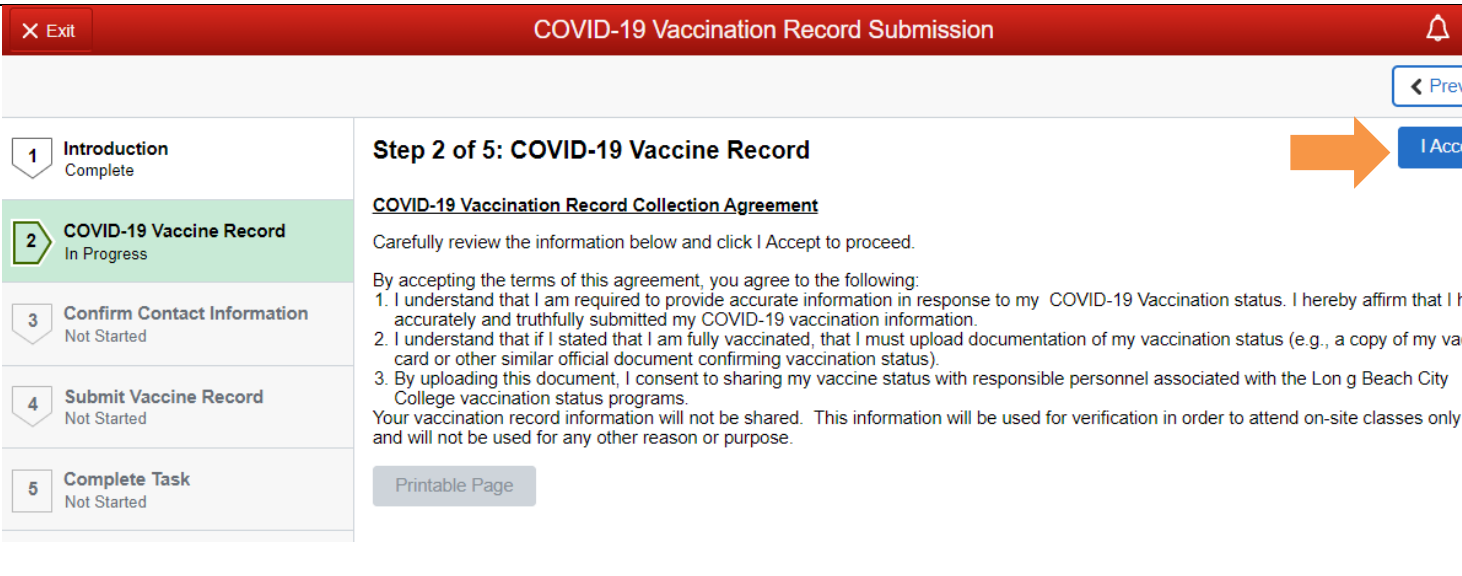


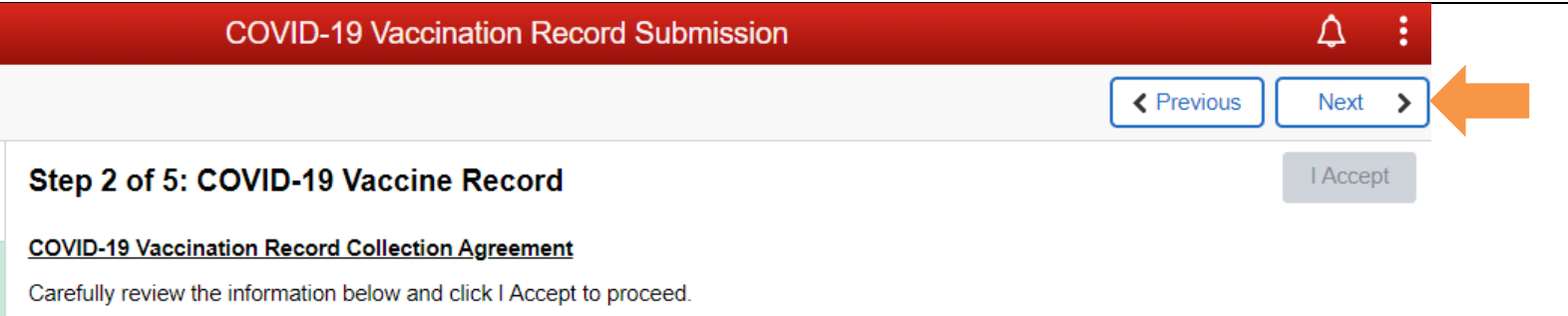
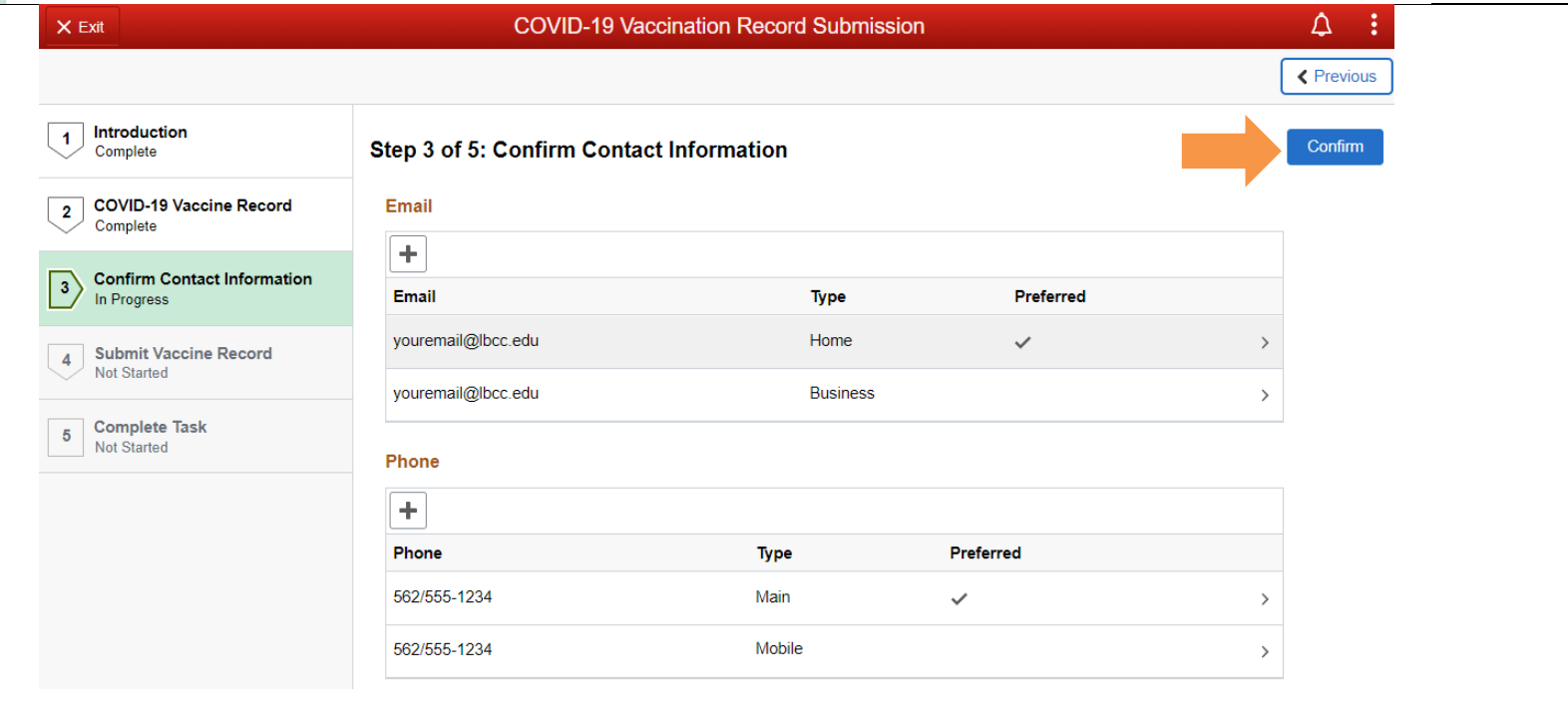
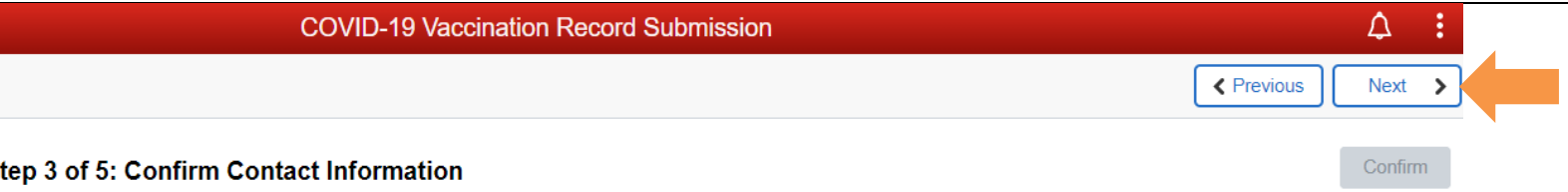
Updating Your COVID Vaccination Record with LBCC

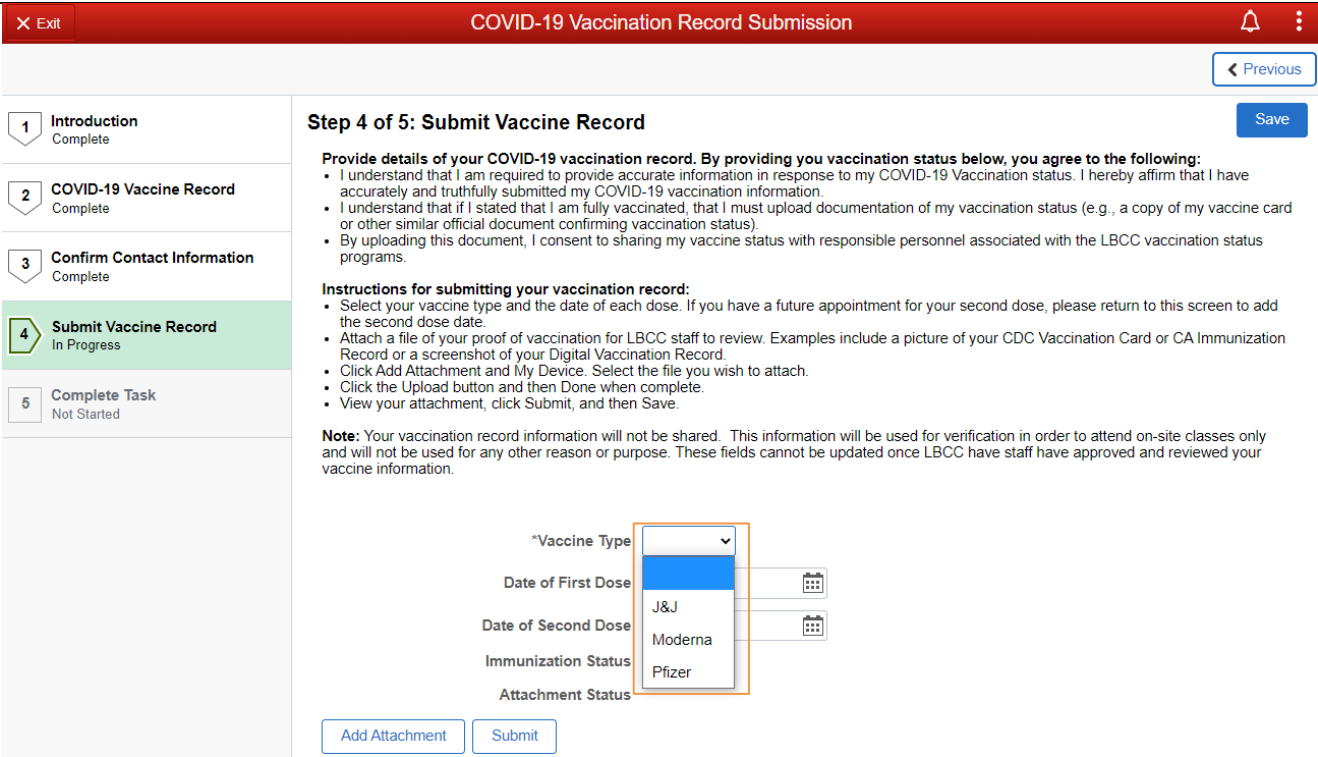

Overview

Long Beach City College will require a proof of their COVID-19 vaccination or weekly testing from LBCC students who are taking in-person classes. If you are not taking an in-person class, you may still provide your vaccination record to LBCC.

Students Attending In-Person Classes								
1	From the Student Homepage, click the Tasks button							
2	Under <u>To Do List</u> , click the COVID-19 Vaccination Record Submission task	 <table border="1" data-bbox="814 1079 1906 1258"> <thead> <tr> <th>Task</th> <th>Due Date</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>COVID-19 Vaccination Record Submission</td> <td></td> <td>Assigned</td> </tr> </tbody> </table>	Task	Due Date	Status	COVID-19 Vaccination Record Submission		Assigned
Task	Due Date	Status						
COVID-19 Vaccination Record Submission		Assigned						

3	<p>Review the <u>Introduction</u> information and click the PROCEED & SUBMIT MY VACCINE RECORD button.</p>	
4	<p>Click the Next button to continue.</p>	
5	<p>Review the <u>COVID-19 Vaccination Record Collection Agreement</u> information and click the I Accept button.</p> <p><u>Note:</u> Upon clicking I Accept, the Printable Page button will be activated, allowing you to print a copy of the agreement for your records.</p>	

6	Click the Next button to continue.	
7	Review your contact information. After completing any necessary changes, click the Confirm button to proceed.	
8	Click the Next button to continue.	

<p>9</p>	<p>Select your <u>Vaccine Type</u> from the dropdown.</p>	
<p>10</p>	<p>Enter your Date of First Dose.</p> <p>If you have received a second dose of the vaccine, enter the date under Date of Second Dose.</p> <p><u>Note:</u> If J&J is selected, only one Date of Vaccine is required.</p>	

11 Click the **Add Attachment** button to attach a file of your proof of vaccination for LBCC staff to review.

Step 4 of 5: Submit Vaccine Record

Provide details of your COVID-19 vaccination record. By providing you vaccination status below, you agree to the following:

- I understand that I am required to provide accurate information in response to my COVID-19 Vaccination status. I hereby affirm that I have accurately and truthfully submitted my COVID-19 vaccination information.
- I understand that if I stated that I am fully vaccinated, that I must upload documentation of my vaccination status (e.g., a copy of my vaccine card or other similar official document confirming vaccination status).
- By uploading this document, I consent to sharing my vaccine status with responsible personnel associated with the LBCC vaccination status programs.

Instructions for submitting your vaccination record:

- Select your vaccine type and the date of each dose. If you have a future appointment for your second dose, please return to this screen to add the second dose date.
- Attach a file of your proof of vaccination for LBCC staff to review. Examples include a picture of your CDC Vaccination Card or CA Immunization Record or a screenshot of your Digital Vaccination Record.
- Click Add Attachment and My Device. Select the file you wish to attach.
- Click the Upload button and then Done when complete.
- View your attachment, click Submit, and then Save.

Note: Your vaccination record information will not be shared. This information will be used for verification in order to attend on-site classes only and will not be used for any other reason or purpose. These fields cannot be updated once LBCC have staff have approved and reviewed your vaccine information.

*Vaccine Type: Moderna

Date of First Dose: 04/01/2021

Date of Second Dose: 04/29/2021

Immunization Status

Attachment Status

Add Attachment **Submit**

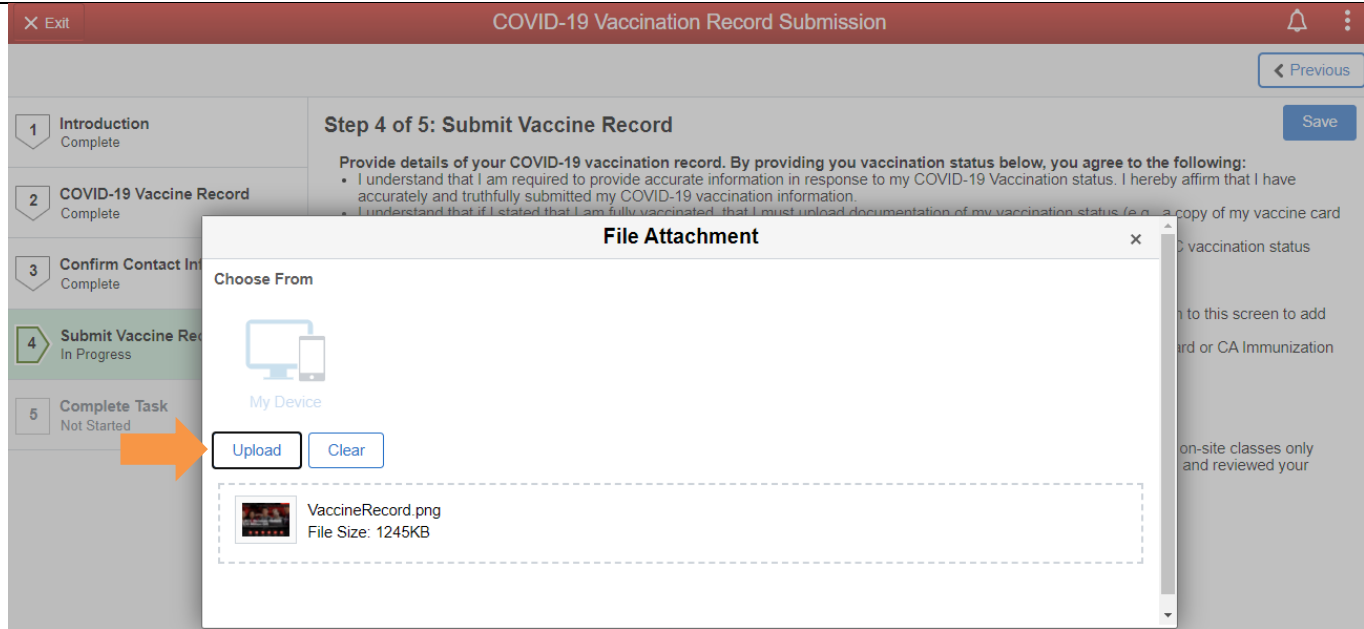
12 Click the **My Device** button and select the file you wish to attach.

File Attachment

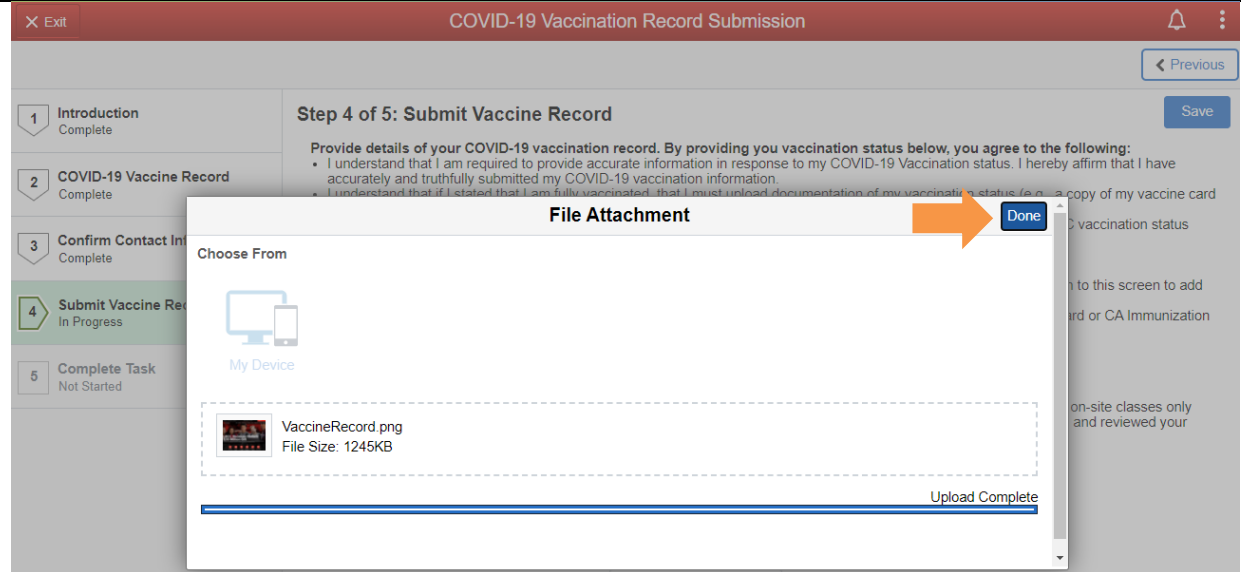
Choose From

My Device

13 Press the **Upload** button to attach the selected file.



14 When the upload is complete, press the **Done** button to return to the Submit Vaccine Record screen.



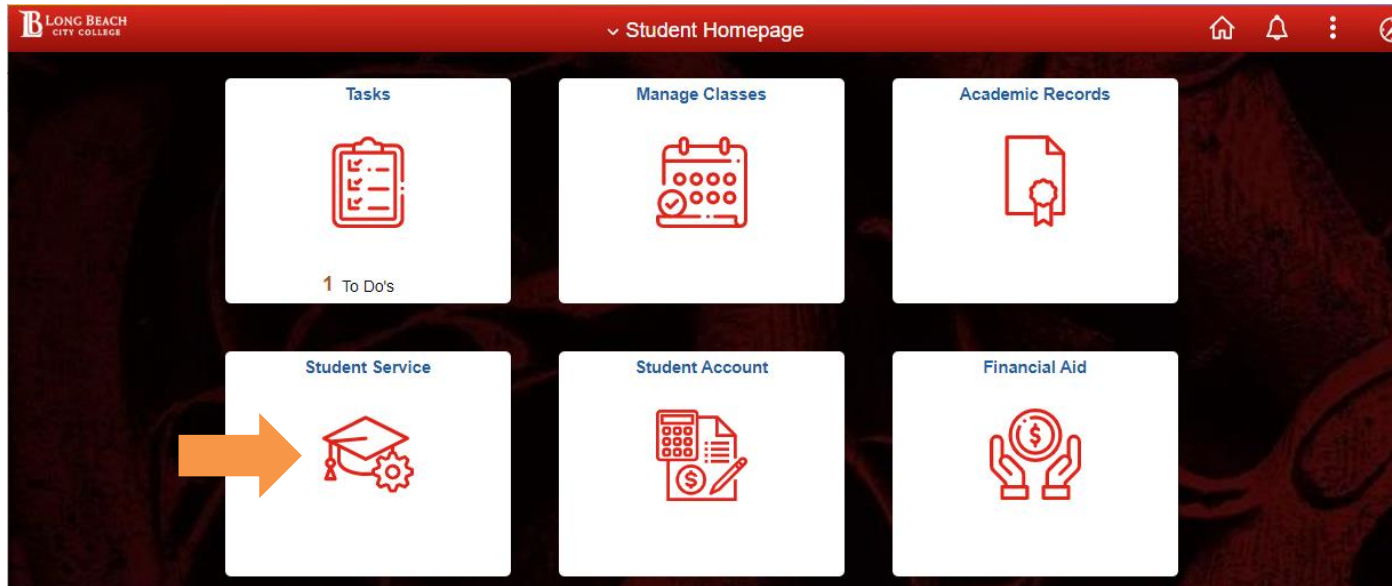
15	Click the View Attachment button to see the uploaded attachment.	
16	Note: If the View Attachment window does not appear, a pop-up blocker may be preventing the window from opening. Click Allow pop-ups to open the window.	
16	Press the Save button.	

17	<p>Press the Submit button.</p> <p>Once submitted, your Immunization Status will change to <u>Pending</u> until it is reviewed by an LBCC Staff member.</p>	<p>Note: Your vaccination record information will not be shared. This information will be used for verification in order to attend on-site classes only and will not be used for any other reason or purpose. These fields cannot be updated once LBCC have staff have approved and reviewed your vaccine information.</p> <p style="text-align: center;"> *Vaccine Type Moderna ▾ Date of First Dose 04/01/2021 📅 Date of Second Dose 04/29/2021 📅 Immunization Status Pending Attachment Status Submitted </p> <p style="text-align: center;"> View Attachment Submit ← </p> <p style="text-align: center;">Please View Attachment Before Submitting VaccineRecord.png</p>
18	<p>Press the Next button to move to the next page.</p>	<p style="text-align: center; background-color: #800000; color: white; padding: 5px;">COVID-19 Vaccination Record Submission</p> <p style="text-align: right; padding: 10px;"> < Previous Next > ← </p> <p style="text-align: center; font-weight: bold; margin-top: 10px;">Step 4 of 5: Submit Vaccine Record</p> <p style="text-align: right; margin-top: 10px;">Save</p>
19	<p>Press the Submit button to complete the submission.</p>	<p style="text-align: center; background-color: #800000; color: white; padding: 5px;"> ✕ Exit COVID-19 Vaccination Record Submission </p> <p style="text-align: right; padding: 10px;"> < Previous Submit ↑ </p> <div style="display: flex; margin-top: 10px;"> <div style="flex: 1; border-right: 1px solid #ccc; padding-right: 10px;"> <ol style="list-style-type: none"> <li style="border-bottom: 1px solid #ccc; padding: 5px 0;">1 Introduction Complete <li style="border-bottom: 1px solid #ccc; padding: 5px 0;">2 COVID-19 Vaccine Record Complete <li style="border-bottom: 1px solid #ccc; padding: 5px 0;">3 Confirm Contact Information Complete <li style="border-bottom: 1px solid #ccc; padding: 5px 0;">4 Submit Vaccine Record Complete <li style="padding: 5px 0; background-color: #e0ffe0;">5 Complete Task In Progress </div> <div style="flex: 2; padding-left: 10px;"> <p style="font-weight: bold; margin-top: 0;">Step 5 of 5: Complete Task</p> <p>Click Submit to Complete Task</p> <p>Be sure to click the submit button to complete this task. For additional information about Long Beach City College's COVID-19 response, visit https://www.lbcc.edu/covid-19-info-students .</p> <p>To return to the student Homepage, click on the top right corner of this page.</p> </div> </div>

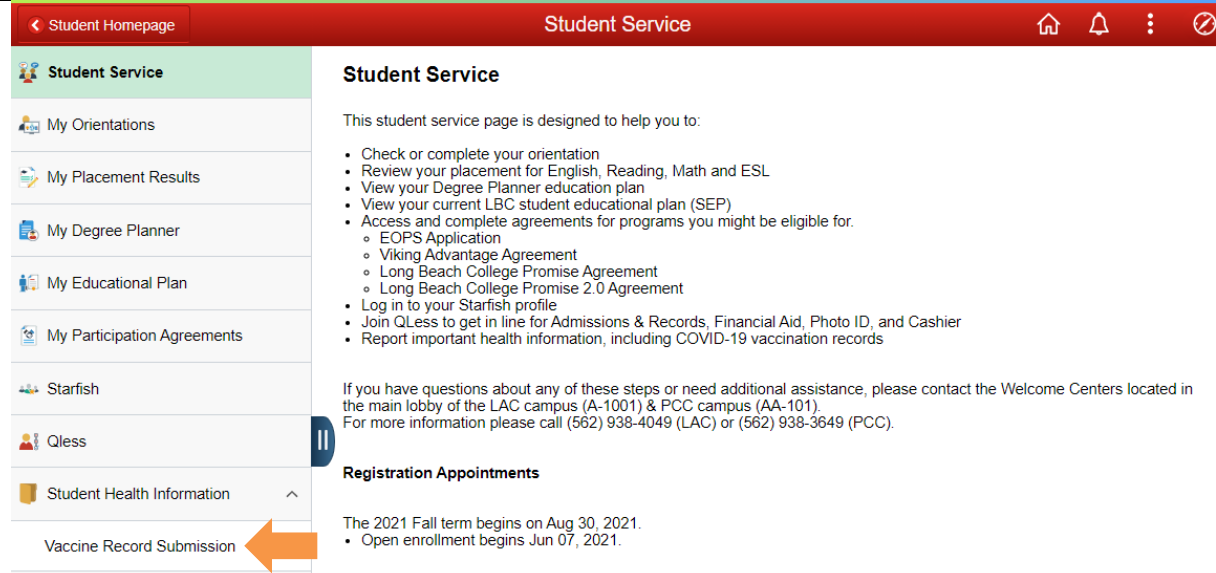
Updating Your COVID Vaccination Record

Students who are not attending in-person classes still have the option to update their COVID-19 vaccination record with LBCC. Please follow the steps below to complete this process.

1 From the Student Homepage screen, click the **Student Service** button.

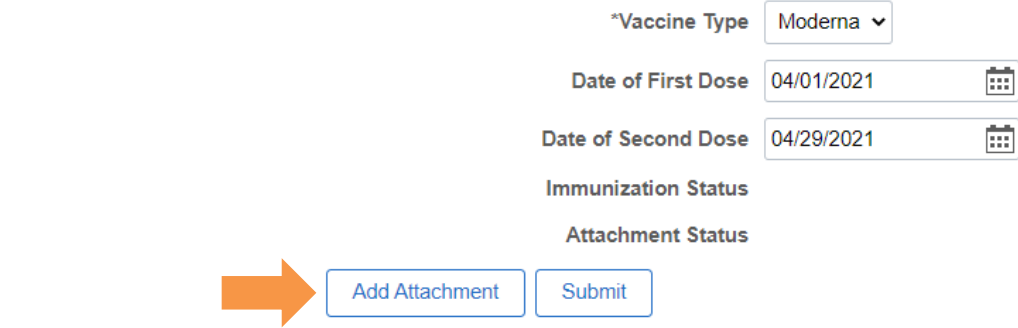
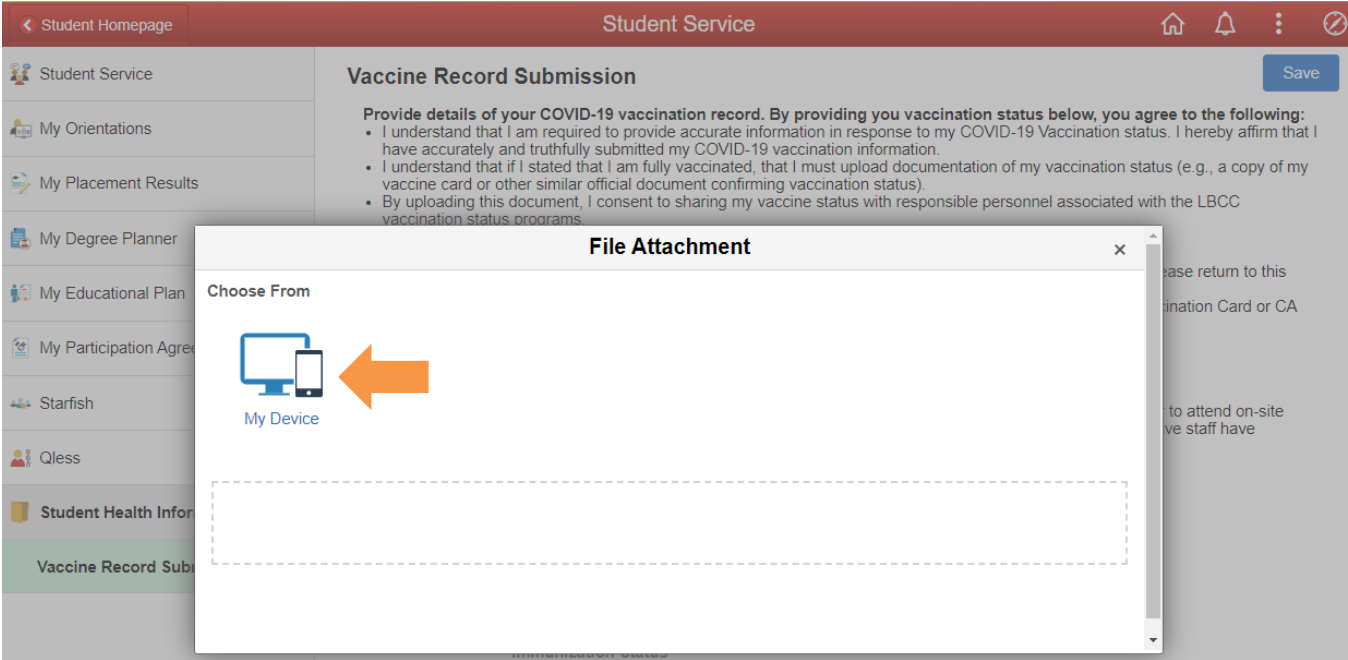


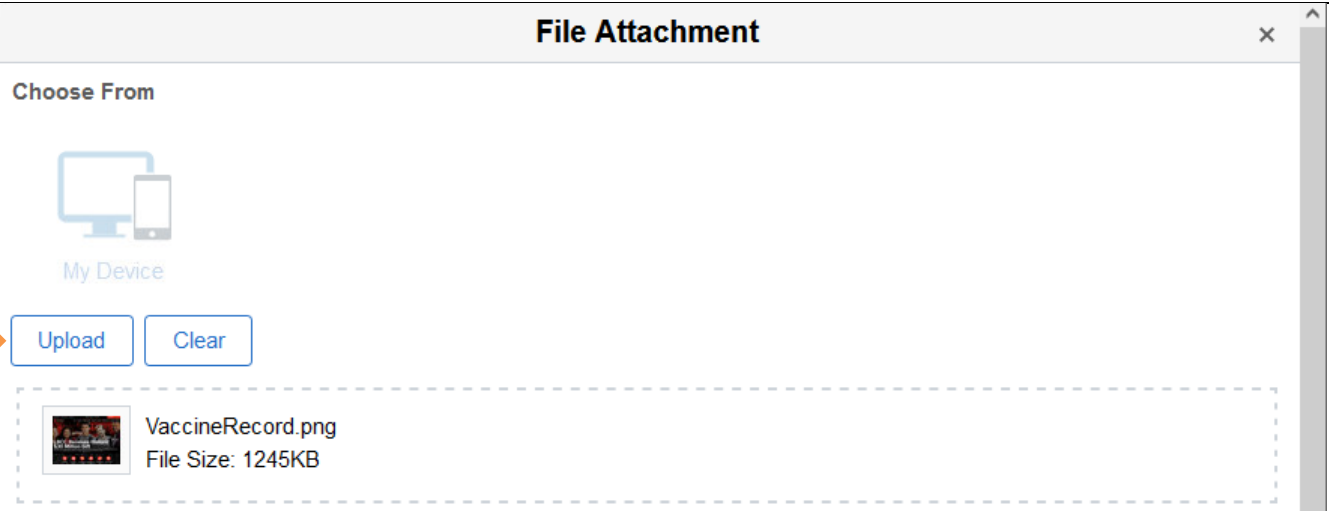
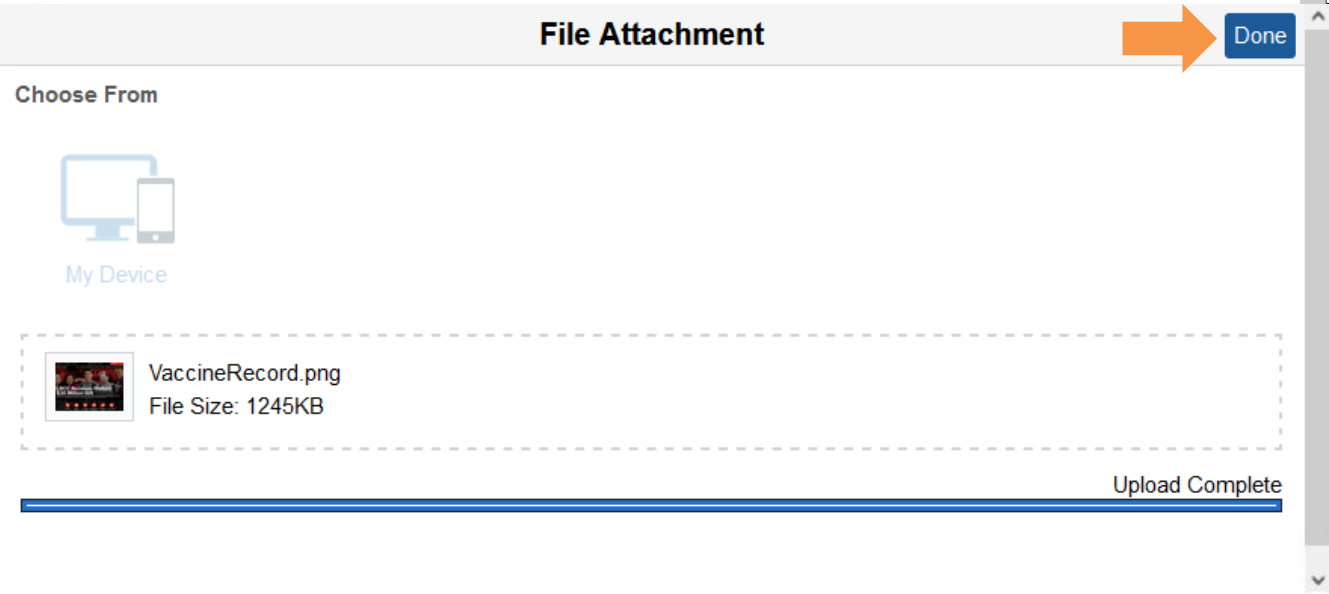
2 From the Student Service menu on the left side of the screen, click the **Student Health Information** folder, then **Vaccine Record Submission**.

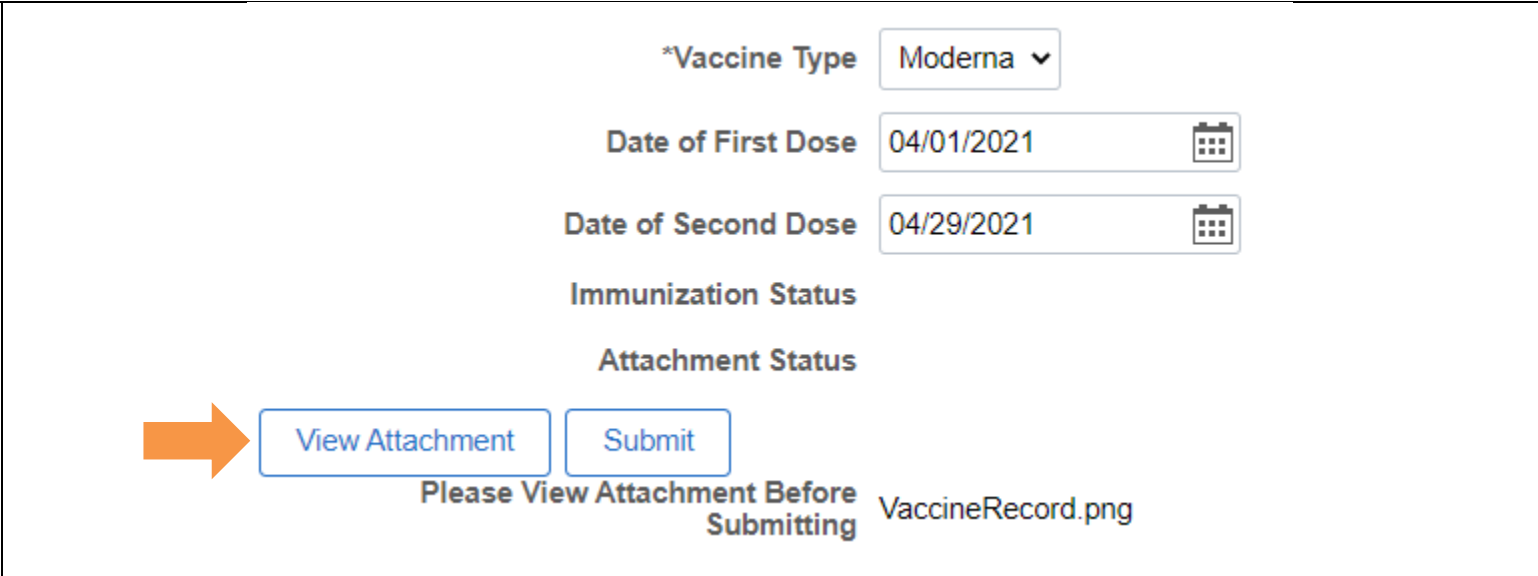
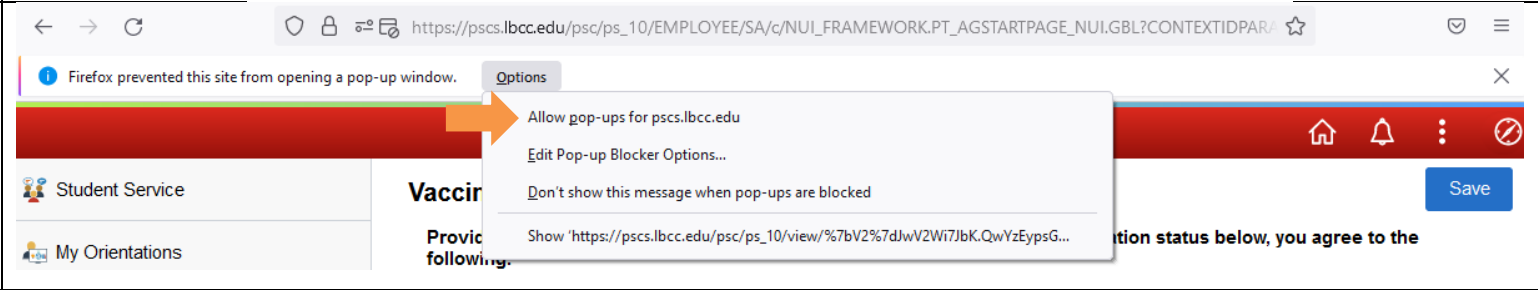
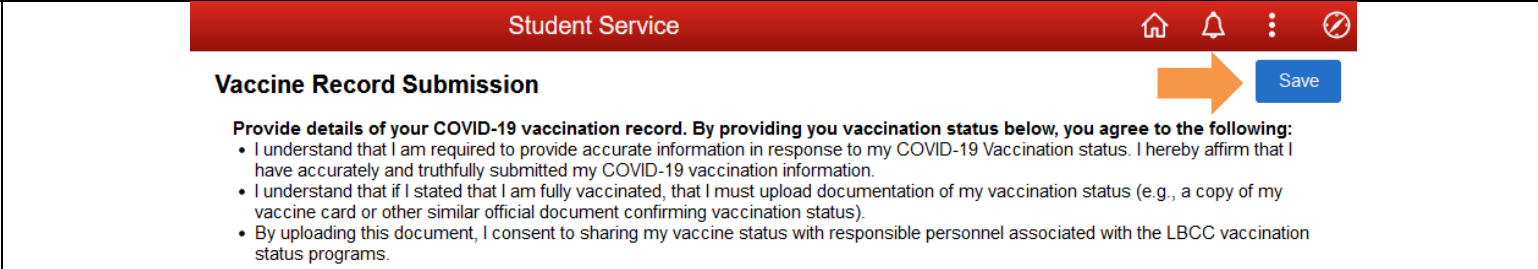


<p>3</p> <p>Select your <u>Vaccine Type</u> from the dropdown.</p>	<p>Student Service</p> <p>Vaccine Record Submission Save</p> <p>Provide details of your COVID-19 vaccination record. By providing you vaccination status below, you agree to the following:</p> <ul style="list-style-type: none"> I understand that I am required to provide accurate information in response to my COVID-19 Vaccination status. I hereby affirm that I have accurately and truthfully submitted my COVID-19 vaccination information. I understand that if I stated that I am fully vaccinated, that I must upload documentation of my vaccination status (e.g., a copy of my vaccine card or other similar official document confirming vaccination status). By uploading this document, I consent to sharing my vaccine status with responsible personnel associated with the LBCC vaccination status programs. <p>Instructions for submitting your vaccination record:</p> <ul style="list-style-type: none"> Select your vaccine type and the date of each dose. If you have a future appointment for your second dose, please return to this screen to add the second dose date. Attach a file of your proof of vaccination for LBCC staff to review. Examples include a picture of your CDC Vaccination Card or CA Immunization Record or a screenshot of your Digital Vaccination Record. Click Add Attachment and My Device. Select the file you wish to attach. Click the Upload button and then Done when complete. View your attachment, click Submit, and then Save. <p>Note: Your vaccination record information will not be shared. This information will be used for verification in order to attend on-site classes only and will not be used for any other reason or purpose. These fields cannot be updated once LBCC have staff have approved and reviewed your vaccine information.</p> <p>*Vaccine Type: J&J Moderna Pfizer</p> <p>Date of First Dose: <input type="text"/></p> <p>Date of Second Dose: <input type="text"/></p> <p>Immunization Status: <input type="text"/></p> <p>Attachment Status: <input type="text"/></p> <p>Add Attachment Submit</p>
--	---

<p>4</p> <p>Enter the Date of First Dose.</p> <p>If you have received a second dose of the vaccine, enter it under Date of Second Dose.</p> <p><u>Note:</u> If J&J is selected, only one Date of Vaccine is required.</p>	<p>Student Service</p> <p>Vaccine Record Submission Save</p> <p>Provide details of your COVID-19 vaccination record. By providing you vaccination status below, you agree to the following:</p> <ul style="list-style-type: none"> I understand that I am required to provide accurate information in response to my COVID-19 Vaccination status. I hereby affirm that I have accurately and truthfully submitted my COVID-19 vaccination information. I understand that if I stated that I am fully vaccinated, that I must upload documentation of my vaccination status (e.g., a copy of my vaccine card or other similar official document confirming vaccination status). By uploading this document, I consent to sharing my vaccine status with responsible personnel associated with the LBCC vaccination status programs. <p>Instructions for submitting your vaccination record:</p> <ul style="list-style-type: none"> Select your vaccine type and the date of each dose. If you have a future appointment for your second dose, please return to this screen to add the second dose date. Attach a file of your proof of vaccination for LBCC staff to review. Examples include a picture of your CDC Vaccination Card or CA Immunization Record or a screenshot of your Digital Vaccination Record. Click Add Attachment and My Device. Select the file you wish to attach. Click the Upload button and then Done when complete. View your attachment, click Submit, and then Save. <p>Note: Your vaccination record information will not be shared. This information will be used for verification in order to attend on-site classes only and will not be used for any other reason or purpose. These fields cannot be updated once LBCC have staff have approved and reviewed your vaccine information.</p> <p>*Vaccine Type: Moderna</p> <p>Date of First Dose: 04/01/2021</p> <p>Date of Second Dose: 04/29/2021</p> <p>Immunization Status: <input type="text"/></p> <p>Attachment Status: <input type="text"/></p> <p>Add Attachment Submit</p>
--	---

<p>5</p> <p>Click the Add Attachment button to attach a file of your proof of vaccination for LBCC staff to review.</p>	
<p>6</p> <p>Click the My Device button and select the file you wish to attach.</p>	

7	Press the Upload button to attach the selected file.	
8	When the upload is complete, click the Done button to return to the <u>COVID Vaccine Record</u> screen.	

9	Click the View Attachment button to see the uploaded attachment.	
10	<p>Note: If the View Attachment window does not appear, a pop-up blocker may be preventing the window from opening. Click Allow pop-ups to open the window.</p>	
10	Click the Save button.	

11	<p>Press the Submit button to complete the submission.</p>	<div style="background-color: #c00000; color: white; padding: 5px; text-align: center;">Student Service</div> <div style="text-align: right; margin-bottom: 10px;"> </div> <h3 style="margin: 0;">Vaccine Record Submission Save</h3> <p>Provide details of your COVID-19 vaccination record. By providing you vaccination status below, you agree to the following:</p> <ul style="list-style-type: none"> I understand that I am required to provide accurate information in response to my COVID-19 Vaccination status. I hereby affirm that I have accurately and truthfully submitted my COVID-19 vaccination information. I understand that if I stated that I am fully vaccinated, that I must upload documentation of my vaccination status (e.g., a copy of my vaccine card or other similar official document confirming vaccination status). By uploading this document, I consent to sharing my vaccine status with responsible personnel associated with the LBCC vaccination status programs. <p>Instructions for submitting your vaccination record:</p> <ul style="list-style-type: none"> Select your vaccine type and the date of each dose. If you have a future appointment for your second dose, please return to this screen to add the second dose date. Attach a file of your proof of vaccination for LBCC staff to review. Examples include a picture of your CDC Vaccination Card or CA Immunization Record or a screenshot of your Digital Vaccination Record. Click Add Attachment and My Device. Select the file you wish to attach. Click the Upload button and then Done when complete. View your attachment, click Submit, and then Save. <p>Note: Your vaccination record information will not be shared. This information will be used for verification in order to attend on-site classes only and will not be used for any other reason or purpose. These fields cannot be updated once LBCC have staff have approved and reviewed your vaccine information.</p> <div style="margin-top: 20px;"> <p style="text-align: center;">*Vaccine Type Moderna ▾</p> <p style="text-align: center;">Date of First Dose 04/01/2021 </p> <p style="text-align: center;">Date of Second Dose 04/29/2021 </p> <p style="text-align: center;">Immunization Status</p> <p style="text-align: center;">Attachment Status Pending</p> <div style="display: flex; justify-content: center; gap: 10px; margin-top: 5px;"> View Attachment Submit </div> <p style="text-align: center; font-size: small; margin-top: 5px;">Please View Attachment Before Submitting VaccineRecord.png</p> </div>
12	<p>Once submitted, your Immunization Status will change to <u>Pending</u> until it is reviewed by an LBCC Staff member.</p> <p>Thank you for updating your COVID vaccination record with LBCC.</p>	<div style="margin-top: 20px;"> <p style="text-align: center;">*Vaccine Type Moderna ▾</p> <p style="text-align: center;">Date of First Dose 04/01/2021 </p> <p style="text-align: center;">Date of Second Dose 04/29/2021 </p> <div style="border: 2px solid orange; padding: 5px; text-align: center; margin: 10px auto; width: fit-content;"> <p>Immunization Status Pending</p> </div> <p style="text-align: center;">Attachment Status Submitted</p> </div>