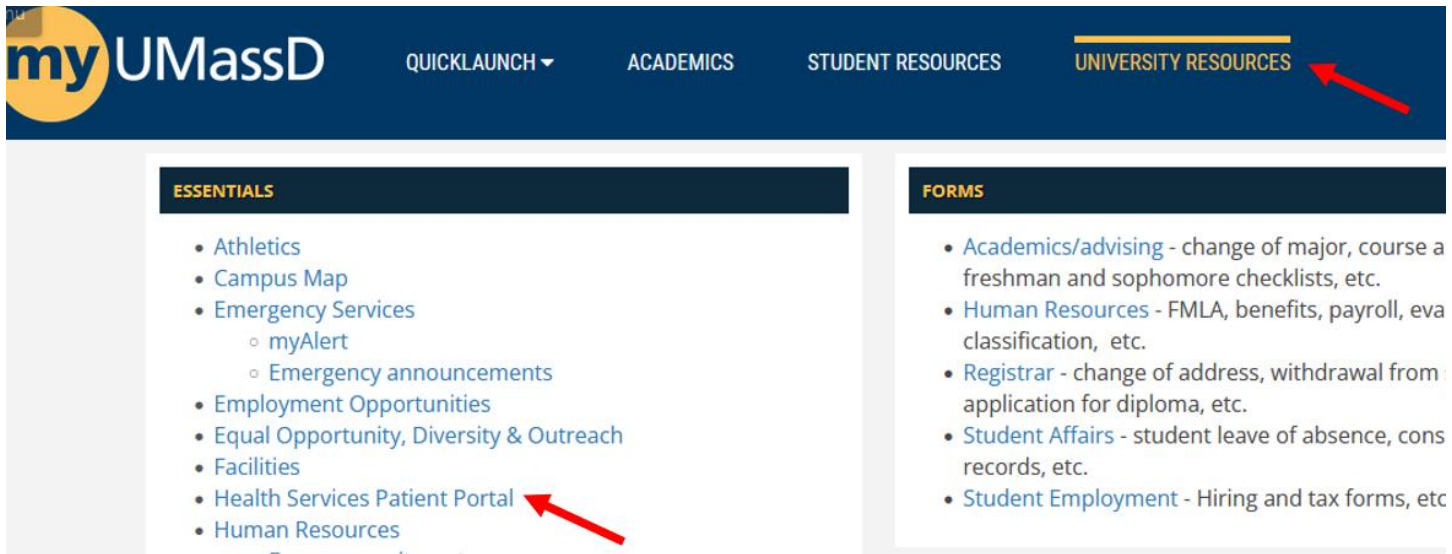


Uploading COVID-19 Vaccine Booster Shot Documentation

1. Sign in to the UMassD portal.
2. Once in the portal, click University Resources and click [Health Services Patient Portal](#).



3. Once in the Health Services Patient Portal, click "Upload," and in the drop-down list, select "Immunization Verification Documents".




Please follow the instructions to upload documents into your medical record listed below. Please note that Immunization Verification Documents are REQUIRED for all full time and resident students. All other documents are to be uploaded as requested by UMass Dartmouth Health Services. All COVID-19 Vaccine documents should be uploaded as Immunization Verification Documents and NOT Covid Test Results.

- PLEASE MAKE SURE YOUR NAME AND DATE OF BIRTH ARE ON ALL SUPPORTING DOCUMENTS AND YOUR STUDENT ID # when possible.
- Choose the document or form you are uploading from the drop down list.
- Select File to browse your computer or phone and select the document/image you wish to upload but it must be smaller than 5 MB. (Scan in black and white, or at a setting of 150 DPI to achieve the resolution needed.) JPEG and PDF files are accepted.
- Once you have the file highlighted then click OPEN.
- You should see the name of the file or image you are uploading. Click UPLOAD.

Documents available to be uploaded:

- Immunization Verification Documents
- TB Risk Assessment Form
- Titer Results
- Upload (only Use If Explicitly Directed To By Staff Member)

Choose document you are uploading:

Immunization Verification Documents 

4. Click Select File, add a photo of your vaccination card or booster shot verification document, then click Upload.