



St. John's University Immunization Requirements!

How to Obtain & Upload Forms

- Our online patient portal, Medicat, offers a convenient way to submit the health forms required by St. John's University. Once you have deposited as a St. John's student or registered for classes, you will receive access to Medicat, via Signon.stjohns.edu.
- St. John's University has an interface with the New York State and New York City Immunization Registries, so if you have received your immunization in New York State it is likely we have your information on file. You can see this by clicking on the "Immunization" tab. If you do not have the required immunizations on file, please follow the below steps:

Acceptable forms of documentation include the following and must be translated in the English Language:

- Official documentation from your Healthcare Provider's office with office letterhead, insignia, or stamp. The certificate of immunization shall be prepared by a physician, physician assistant or nurse practitioner, and shall specify the vaccines and gives the dates of administration.
- An official State Immunization Registry Record
- An official Cumulative Health Record from a previous school, migrant health record, immunization transfer record with stamp
- Immunization portion of a passport or an immunization card signed or stamped by a health care provider
- St. John's University Immunization Form (To obtain the St. John's University Immunization Form, go to the Forms Page and Download the "Immunization Form" and give it to your healthcare provider to complete, sign and stamp).
- An official record from a foreign nation may be accepted as a certificate of immunization without a licensed practitioner's signature.
- MILITARY WAIVER (Students honorably discharged from the military within 10 years from the date of application to this institution may attend classes pending the receipt of immunization records from the armed services.)

To obtain & upload health forms in Medicat, the online patient portal:

- Go to signon.stjohns.edu and sign in using your St. John's network credentials that you use to access your St. John's email.
- Once you signed in, click on the icon for Medicat (Student Health Services and Wellness).
- Once you are in Medicat Scroll to Student Health Services and select "Get Started"
 - For MMR & Meningitis Vaccines:
 - To obtain the SJU Immunization Form: select the "Forms" tab on the left hand side, then select "Immunization Form". Print this form, bring it to your medical provider.
 - To submit your immunization documentation: select the "Immunizations" tab, scroll down to the blue drop down menu and select the vaccine or titer you wish to upload, enter the date the vaccine or titer was performed, scroll down and select "Submit." This will bring you directly to the "Upload" page. Scroll down, next to "Immunization Form" click "Select File" to browse your computer for the document you will upload and click "Upload". Please Note: You can input multiple immunizations at once before clicking the submit button.
 - For individuals who wish to decline the Meningitis Vaccine:
 - Select "Forms" tab on the left hand side of the page.
 - If you are 18 years or older: click on the "Meningitis Declination Form (18 years and older)" and complete the online form.
 - If you are younger than 18 years of age: click on the "Meningitis Declination Form for Minors (Younger than 18 yrs old)," print and have your parent or guardian complete the form.
 - Then go to the "Uploads" page, next to "Meningitis Declination Form" click "Select File" to browse your computer for the document you will upload and click "Upload".
- Have Additional Questions?
 - Review the "How to Submit Health Forms" located on the SHS Website.
 - Call Student Health Services at 718-990-6360

*Please allow 14 business days for immunization records to be processed.



St. John's University Immunization Requirements!

New York State Public Health Law(s)

New York State Public Health Laws 2165 and 2167 require students to provide proof of immunization to Measles, Mumps & Rubella as well as proof of Meningitis vaccine or declined Meningitis vaccine. Please Note: Fully Online Students, who never come to campus, are only required to provide proof of the Meningitis Vaccine or submit the "Meningitis Declination" form.

• **STEP 1 (MMR): Provide proof of immunization against Measles, Mumps, and Rubella. It is required that you satisfy one of the three options below:**

- **Option 1:** Measles, Mumps, and Rubella Immunizations are given as a combination vaccine known as the MMR vaccine. Two doses of the MMR vaccine are required for compliance. Dose #1 must be administered no more than four days prior to your first birthday. Dose #2 must be administered no less than 28 days after your first dose. **Please Note:** A MMR immunization given before 1968 is acceptable only if the immunization record specifies that the vaccine was a live virus vaccine.
 - **Option 2:** Measles, Mumps, and Rubella Immunizations are all given separately.
 - Measles: Two doses of the the measles vaccine are required for compliance. Dose #1 must be administered no more than four days prior to your first birthday. Dose #2 must be administered no less than 28 days after your first dose. Please Note: If a student is unable to access his/her immunization record from a health care provider or previous school, documentation that proves the student attended primary or secondary school in the United States after 1980 will be sufficient proof that the student received one dose of live measles vaccine. If this option is used, the second dose of measles vaccine must have been administered within one year of attendance at a post-secondary institution.
 - Mumps: One dose of the Mumps Vaccine is required for compliance. Dose # 1 must be administered no more than four days prior to your first birthday.
 - Rubella: One dose of the Rubella Vaccine is required for compliance. Dose # 1 must be administered no more than four days prior to your first birthday.
 - **Option 3:** Submit a MMR IgG Antibody titers lab report that shows proof of immunity to Measles, Mumps and Rubella.
- **STEP 2 (Meningitis): Provide proof of immunization to Meningitis or submit a declination form. It is required that you satisfy one of the three options below:**
- **Option 1:** Proof of the Meningitis ACWY vaccine taken within 5 years of enrollment, and after student's 16th birthday.
 - **Option 2:** Submit proof of a complete 2 to 3 dose series of the Meningitis B vaccine.
 - **Option 3:** Submit a declination form, waiving the meningitis vaccination.

Failure to Submit Forms:

Students who have not submitted proof of immunization and a meningitis response form to Student Health Services will face the following consequences under NYS law:

- Your enrollment will be canceled
- You will not be permitted to attend any classes or permitted to remain in the residence halls

The financial implications of canceled enrollment are:

- Your financial aid will be adjusted to reflect no-enrollment status and all aid canceled accordingly
- All parent/student loans will go into repayment status which ultimately may not be reinstated

For international students, the student status implications of canceled enrollment are:

- You will be in violation of your F1 status
- Your Form I-20 will be terminated
- Your status will need to be reported to the Office of Immigration

Student Health Services

For Questions about Immunization Compliance call:

718-990-6360

Or Check out our Website at:

www.stjohns.edu/healthservices