

## Student Vaccination Verification Process FAQ

### Q1. How do I complete the Student Attestation Process?

- Log into [WebSMART](#) and select the Student Services tab
- Click on the “COVID-19 Vaccination” link at the top of the page and follow the directions provided

### Q2. Can I register for in person courses prior to attesting to my vaccination status?

For students who plan to register for in-person, hybrid, or hyflex courses, or any on-campus programming or services, **you will be required to submit proof of your COVID-19 Vaccination or apply for an exemption prior to registering.**

NOTE: If you have already submitted proof of your COVID-19 Vaccination, you do NOT need to re-submit. You do not need to submit proof of a Booster vaccination.

### Q3. I am a Veteran student using VA education benefits. What should I be aware of for vaccination verification and enrollment for in person courses?

Eligible students using VA Education Benefits may be impacted if they are not enrolled in at least one Resident\* course.

*\*Beginning Spring 2022 Semester, a Resident course is defined as an in-person class with meeting times/ location on campus.*

If a student is dropped from the Resident course(s) that determined their benefit allotment, this could have a negative impact, resulting in the student accruing debt. Each student should refer to their Certificate of Eligibility issued by the VA for specific benefit details.

Contact your home college’s Veteran’s Resource Center for more information.

### Q4. What types of courses and services can I take if I am not vaccinated?

If you choose not to be vaccinated, decline to state, or are not yet fully vaccinated, you will be restricted to only taking online courses and receiving virtual and remote support services. You may not access any campus building or engage in any in-person activities associated with the San Mateo County Community College District.

### Q5. What type of documentation is acceptable to submit for vaccination verification?

A digital copy (jpeg, tiff, or pdf) of your vaccination card or California digital vaccination record are the only documents that will be accepted. International students should provide documentation that is translated into English.

**Q6. I've received one vaccination dose of Pfizer or Moderna. Does this meet the vaccination requirement?**

No. You must submit a full vaccination series (2 doses for Pfizer and Moderna OR single dose Johnson & Johnson Janssen) to meet the requirement. International students that receive a [WHO approved vaccination](#) must also submit full vaccination series.

**Q7. I have just completed the two-dose requirement of Pfizer or Moderna or the one dose requirement of J&J. Can I submit my vaccination verification even though 14 days have not elapsed since completing my vaccination series?**

No. You must submit the full vaccination series (2 doses for Pfizer and Moderna OR single dose Johnson & Johnson Janssen) AND 14 days must have elapsed to meet full the requirement. The COVID-19 Program Specialist will review confirming those elements.

**Q8. I've lost my vaccination documentation, where can I go to retrieve it?**

You can get a digital copy through the California Digital COVID-19 Vaccine Record. This service provides a way to get digital proof of your vaccination immediately.

- Go to <https://myvaccinerecord.cdph.ca.gov/>
- Enter a few details through the site to get a link to a QR code and a digital copy of your COVID-19 vaccination record will be immediately available

**Q9. What type of health care provider is acceptable to support petition for a medical exemption?**

Only an active licensed Medical Doctor – M.D. or active licensed Doctor of Osteopathic Medicine – D.O. can provide exemption documentation. No other type of medical provider will be accepted.

**Q10. How do I petition for a sincerely held religious beliefs exemption to the vaccination requirement?**

Complete the Sincerely-held Religious Beliefs [form](#) and submit through the [WebSMART](#) portal. Students will be notified of decision within 2 business days.

**Q11. Do I have to resubmit a medical or religious exemption request if I already have one approved in a previous semester?**

If you have already submitted and received approval for a medical or sincerely held religious beliefs exemption, you do NOT need to re-submit. The approved exemption will continue to be in effect in subsequent semesters. You will be notified of any applicable health and safety requirements if you are taking in-person classes or services.

**Q12. I'm having technical issues with uploading my vaccination documentation. How can I get help?**

If you find technical issues while uploading your vaccination information:




- Switch to the Chrome Browser as it works best with the WebSMART platform
- [Click here for other troubleshooting measures](#)
- Contact the [help desk](#) for email, chat, or phone support

**Q13. How can I receive help with converting Pages documents to Microsoft Word documents on Mac?**

Please check [How to convert Pages documents to Microsoft Word documents on Mac](#).

If the above actions do not resolve the issue, [contact the help desk](#) for email, chat, or phone support.

**Q14. Who can I contact if I have further questions about COVID-19 Vaccination verification?**

<b>Cañada College</b> Kate Yamahiro Building 1, Room 213 650-381-3574 yamahirok@smccd.edu	<b>College of San Mateo</b> Edgardo Molina Carlos Building 1, room 139 650-378-7289 molinacarlose@smccd.edu	<b>Skyline College</b> Rubielyn Bactad-Ruiza Portable 3E 650-738-7517 bactadruizar@smccd.edu
		

<b>Monday - Thursday</b>	<b>Friday</b>
10a-6p	9a-4p

**Q15. Who can I contact if I have further questions about Registration?**

Cañada College: <https://canadacollege.edu/admissions/contact.php>

College of San Mateo: <https://collegeofsanmateo.edu/admissions/>

Skyline College: <https://skylinecollege.edu/admissions/>