Submit Your Proof of COVID-19 Vaccination
All Continuing Studies students who intend to be on campus for any period of time will be required to be up to date with COVID-19 vaccines.
*Up to date* means a person has received all recommended doses in their primary series of a World Health Organization (WHO)-approved COVID-19 vaccine, and a booster dose *when eligible.*
Visit the Centers for Disease Control and Prevention for more information.
Students are required to have **proof of vaccination** on file with Health Services.

Medical and religious exemptions will be accommodated for the COVID-19 vaccine.
Please follow the next 7 steps to submit your proof of COVID-19 Vaccination.
Step 1: Locate your supporting documents

- COVID-19 Vaccination Card, or
- Completed Medical or Religious Exemption forms

Please note:
- Make sure your name and date of birth are on all supporting documents.
- Documents must be in English or translated into English.
- Scan supporting documents or take a photo with your mobile phone. Files must be smaller than 30 MB.
Step 2: Go to saic.medicatconnect.com

Enter your username and password
A service has requested you to authenticate yourself. Please enter your username and password in the form below.

Username
Password
Login

I've forgotten my password
Please try the 'Forgotten Password' link here.

Still need help?
Students, faculty and school staff, contact the CRIT Help Desk at (312) 345-3535.
Museum and admin staff, contact the TSS Help Desk at (312) 499-4000.
Step 3: Enter your SAIC account Username and Password

Enter your username and password
A service has requested you to authenticate yourself. Please enter your username and password in the form below.

Username
Password
Login

I've forgotten my password
Please try the 'Forgotten Password' link here.

Still need help?
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Museum and admin staff, contact the TSS Help Desk at (312) 499-4000.
Step 4: Select the "Immunization" button

Click here
Step 5: Scroll down until you see the blue bar that says COVID-19
Step 6: Select the blue bar that says \textit{COVID-19} and locate the appropriate vaccine. \textit{Enter the date} the required vaccination was completed. Do not enter today’s date.

If you make a mistake, simply \textit{re-enter} the correct date and select \textit{Submit}. Health Services will \textit{delete} the incorrect date.
Step 7: Select Upload to submit your documentation

**Please enter the dates of your immunizations on the Immunizations tab before uploading your documentation.**

PLEASE MAKE SURE YOUR NAME AND DATE OF BIRTH ARE ON ALL DOCUMENTS.

- You can use either your computer or your mobile device to upload files.
  - To use a computer, first scan documents onto your computer and save them to a file. Return to the SAIC Patient Portal and navigate to the "Upload" button on the navigation bar to upload your supporting documents.
    - Files must be smaller than 30 MB.
    - File names must consist of only alpha and numeric characters. No extra spaces are permitted.
    - Documents that are uploaded directly must be in one of the following formats: .gif, .jpg, .tiff, .tif, .jpeg, .jpe, .bil, or .pdf.
    - Microsoft Word files such as .doc, .docx or .dotx formats are not supported.
  - To use a mobile device, follow the prompts to take a photo or upload from your photo library.

- Supporting documents for immunization compliance may include:
  - Certificate of immunity from SAIC or other immunization history form
  - Laboratory tests or titers
  - Medical or Religious Exemption forms
- Documents must be in English or translated to English.
- Multipage documents are best scanned. If you choose to upload multipage documents via your mobile device, you must use one image per page. You may select the appropriate available document from the dropdown menu multiple times.
Documents uploaded to Medicat will be reviewed.
Once records have been processed, a message will be sent to an email we have on file for you from noreply@medicat.com. Do not reply to this email.

You will receive secure messages as your status changes or if there are questions about your submitted materials.
You can also view communication and your updated status by selecting *Messages* in the Medicat Patient Portal Message Center.
Need help?

Contact Health Services at

healthservices@saic.edu
(312) 499-4288
9:00am - 5:00pm CT, Monday - Friday