

## **Student Health Portal Guide**

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# Verifying your COVID Vaccine Upload

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1. Go to your Student Health Portal and click on the Foothill Health Services tile or use this link: <https://foothill.studenthealthportal.com>
2. Select the "My Profile" link from the top menu bar.
3. Select "Immun. History",
4. A PDF will download with your COV19 status, general vaccine history and vaccine exemptions.
5. If you don't see your Covid Vaccine dates or Exemption date, this means your vaccine records have not been reviewed by the Student Health Center. This may take 3 business days.

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## Immunization History

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### Foothill College

Foothill College Health Services  
Campus Center, Building 2100  
Lower Level Room, 2126  
Los Altos Hills, CA 94022  
(650) 949-7243

### Patient Information

**Name:** TestOne, FHStudent  
**Address:** 21250 Stevens Creek Blvd  
Cupertino, CA 95014

**DOB:** 01/15/1957

**ID:** 20022440

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### Vaccination History

Name	Date	On Site	Additional Information
COVID-19 Pfizer-BioNTech	01/01/2021	N	
COVID-19 Pfizer-BioNTech	03/01/2021	N	
COVID-19 Pfizer-BioNTech Booster	01/01/2022	N	

### Titer Results

None

### Incidences of Disease

None

### Tuberculosis History

None

### Exemptions

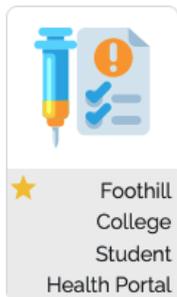
Name	Expiration Date	Reason
COVID-19	08/06/2022	Medical

# Uploading COVID-19 Proof of Vaccination

## Step 1

Go to your Student MyPortal account and click on the Foothill College Student Health Portal tile or use this link:

<https://foothill.studenthealthportal.com>



## Step 2

This will take you to the Foothill College Student Health Portal home page.



## Step 3

Click on the **Pending Forms** link right below the navigation bar. Note: if you do not see a pending forms link, use the "Upload Document" function.



## Step 4

Click on the **COVID-19 Vaccine Submission** link.

### My Forms

The following forms need to be completed.

Form Name	Form Type
<a href="#">COVID-19 Booster Submission</a>	Immunization
<a href="#">COVID-19 Vaccine Submission</a>	Immunization
<a href="#">Emergency Contacts - Foothill College</a>	Administrative
<a href="#">Informed Consent - Foothill College Students only!</a>	Administrative

## Step 5

Complete the form by entering the date(s) of your vaccination brand type and attach a copy of your vaccination card.

COVID-19 Vaccine Submission

Please provide the date(s) you received your COVID-19 vaccinations. You may choose from the applicable manufacturer. You must provide the lot number, site, and upload a copy of your vaccination card or digital copy of your COVID-19 vaccine record before submitting this form. Thank you.

COVID-19 Pfizer Dose #1 Vaccine Date

COVID-19 Pfizer Dose #2 Vaccine Date

COVID-19 Moderna Dose #1 Vaccine Date

COVID-19 Moderna Dose #2 Vaccine Date

COVID-19 AstraZeneca Dose #1 Vaccine Date

COVID-19 AstraZeneca Dose #2 Vaccine Date

COVID-19 Others (International) #1 Vaccine Date

COVID-19 Others (International) #2 Vaccine Date

COVID-19 Janssen (Johnson & Johnson) Vaccine Date

Where did you receive your vaccine? (Healthcare)

## Step 6

Click on the "Submit" button to finish.



# Uploading COVID-19 Proof of Booster

## Step 1

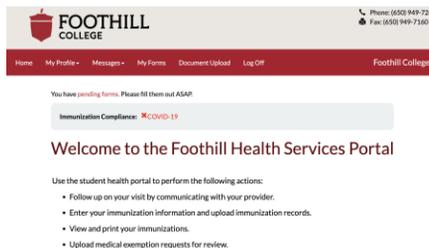
Go to your Student MyPortal account and click on the Foothill College Student Health Portal tile or use this link:

<https://foothill.studenthealthportal.com>



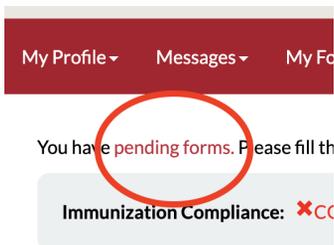
## Step 2

This will take you to the Foothill College Student Health Portal home page.



## Step 3

Click on the **Pending Forms** link right below the navigation bar. Note: if you do not see a pending forms link, use the "Upload Document" function.



## Step 4

Click on the **COVID-19 Booster Submission** link.

### My Forms

The following forms need to be completed.

Form Name	Form Type
<a href="#">COVID-19 Booster Submission</a>	Immunization
<a href="#">COVID-19 Vaccine Submission</a>	Immunization
<a href="#">Emergency Contacts - Foothill College</a>	Administrative
<a href="#">Informed Consent - Foothill College Students only!</a>	Administrative

## Step 5

Complete the form by entering the date(s) of your booster and attach a copy of your vaccination card with booster information.

COVID-19 Booster Submission

Please provide the date you received your COVID-19 booster vaccination. You may choose from the applicable manufacturer. You must provide the lot number, site and upload a copy of your vaccination card or digital COVID-19 vaccine record before submitting this form. Thank you.

COVID-19 Pfizer Booster Dose Vaccine Date

COVID-19 Moderna Booster Dose Vaccine Date

Where did you receive your vaccine (Healthcare Provider or Clinic site address)?

Lot Number of Vaccine Booster Dose

Please upload your proof of vaccination (i.e. Vaccination Card or digital copy of your vaccine)

## Step 6

Click on the "Submit" button to finish.



# Uploading a Medical Exemption Request Form

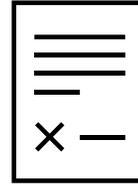
## Step 1

Download [COVID-19 Request Medical Exemption Form](#)



## Step 2

Complete the form on your computer and have it signed by your medical provider.



## Step 3

Go to your Student MyPortal account and click on the Foothill College Student Health Portal tile or use this link:  
<https://foothill.studenthealthportal.com>



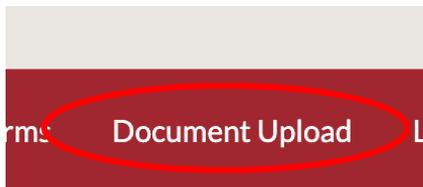
## Step 4

This will take you to the Foothill College Student Health Portal home page.



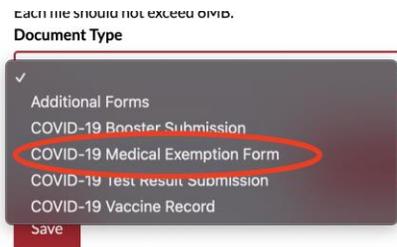
## Step 5

Click on the Document Upload tab in the navigation bar.



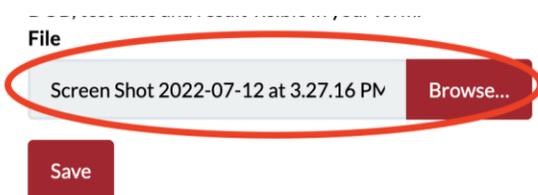
## Step 6

Select Document Type (COVID-19 Medical Exemption Form)



## Step 7

Upload a PDF of your medical exemption form.



## Step 8

No further action is needed once the confirmation message is displayed.

## Upload Document

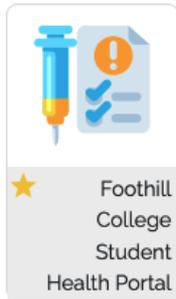
Your form is received. Our medical provider will review your result and you will be contacted as soon as possible if we need additional information. Thank you!

# Uploading a COVID-19 Test Result

## Step 1

Go to your Student MyPortal account and click on the Foothill College Student Health Portal tile or use this link:

<https://foothill.studenthealthportal.com>



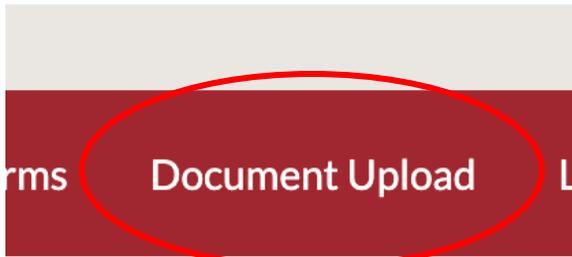
## Step 2

This will take you to the Foothill College Student Health Portal home page.



## Step 3

Click on the Document Upload tab in the navigation bar.

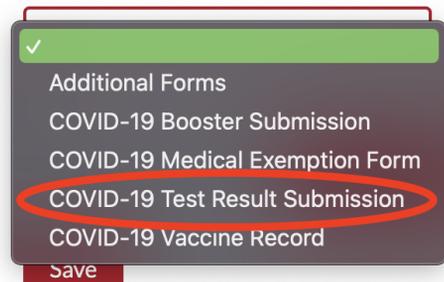


## Step 4

Select Document Type (COVID-19 Test Result Submission) from the drop-down menu.

should not exceed 6MB.

### Document Type



## Step 5

Upload a copy of your COVID-19 test results by clicking on the "Browse" button and selecting your file.

Please upload your COVID-test results with your name, DOB, test date and result visible in your form.

File

Screen Shot 2022-07-12 at 3.27.16 PM

Browse...

Save

## Step 6

No further action is needed once the confirmation message is displayed.

## Upload Document

Your form is received. Our medical provider will review your result and you will be contacted as soon as possible if we need additional information. Thank you!

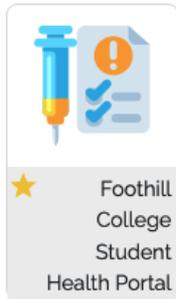
# Submitting Informed Consent

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## Step 1

Go to your Student MyPortal account and click on the Foothill College Student Health Portal tile or use this link:

<https://foothill.studenthealthportal.com>



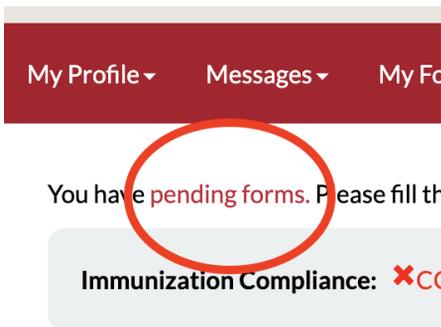
## Step 2

This will take you to the Foothill College Student Health Portal home page.



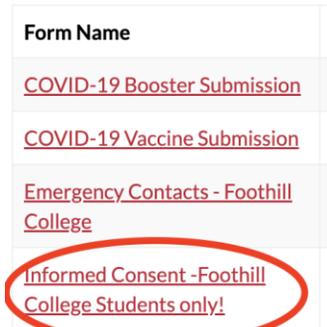
## Step 3

Click on the **Pending Forms** link right below the navigation bar



## Step 4

Click on the **Informed Consent - Foothill College Students Only** link



## Step 5

Complete the form by entering Student's Name, Date of Birth, Student ID and Today's Date

Please check one of the following:

I'm able to consent to my own care, because:

Reason:

- I am 18 years old or older
- I am or have been married, in the armed forces, or have been emancipated by court
- I am 15 years old or older, living separate and apart from my parents, and managing my own financial affairs (must meet all requirements)

I am 17 years old and below and does NOT MEET the legal requirements above. I

## Step 6

Click on the "Submit" button to finish.



Questions? Contact [covidquestions@fhda.edu](mailto:covidquestions@fhda.edu)

Revised: 07/12/2022