

MINNEAPOLIS  
COLLEGE of ART and DESIGN

## COVID-19 Vaccination Form Instructions

1. Log into my.MCAD.edu and find the COVID-19 Vaccination Form on the Records Office tab or on the Forms page the left side menu.
2. Check that the Student Information displayed is correct. If anything needs to be updated, contact [records@mcad.edu](mailto:records@mcad.edu).
3. Provide a phone number where you can be reached if there are any questions about the COVID-19 documentation you provide.
4. Read through the Immunization Requirements and then answer the question at the bottom to continue.
5. Click NEXT.

### COVID-19 Vaccination Form

#### Student Information

ID Number: 123

Legal Name: Your Legal Name

Recognized Name: Your Recognized Name

MCAD Email Address: Your Email Address

Phone Number: \*  ?

Please review the information above for accuracy. If anything needs to be updated, contact [records@mcad.edu](mailto:records@mcad.edu).

#### Immunization Requirements

Minnesota statute 135A.14 requires all college students to show proof of immunization for measles, mumps, rubella, tetanus and diphtheria. Students enrolling at MCAD for the first time must submit proof of immunization. This information is required to be.

*You must complete this form before you will be permitted to access campus for any reason.*

**Do you have proof that you have received the COVID-19 vaccination? \***

Yes. I have proof that I have received the COVID-19 vaccination and can upload it now.

No. I cannot receive the COVID-19 vaccination due to medical or religious reasons.

NEXT

6. If you are providing COVID-19 vaccination proof:
  - a. Use the Choose a file button to upload a picture or copy of your vaccination card.

**Please note:** The file will be renamed when you upload it.
  - b. Click NEXT and go to step 8 on the next page.

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#### Upload Proof of COVID-19 Vaccination

Please upload a photo of your COVID-19 vaccination card: \*

Preferred file formats: .pdf, .jpg, .jpeg, .png

Your file will be renamed COVID19Vaccination-[your student ID number] when it's uploaded.

NEXT

7. Providing COVID-19 exemption documentation:
  - a. Download the PDF provided.

**Please note:** You must download, print, and complete the PDF and then return the completed form to Student Affairs before you will be granted access to campus. If claiming medical exemption, a physicians signature is required. If claiming a religious exemption, the form must be notarized.
  - b. Read the requirements and check the box to confirm that you will provide the completed PDF to Student Affairs.
  - c. Click NEXT.

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**Download COVID-19 Exemption Form**

You must download, print, and complete the form below and then return the completed form to Student Affairs before you will be granted access to campus. If claiming medical exemption, a physicians signature is required. If claiming a religious exemption, the form must be notarized.

[COVID19-Exemption\\_FA2021.pdf](#)

**Confirm: \***

I understand that I must download and complete the PDF and return it to Student Affairs

[Download Form](#)

**Download the form and follow the instructions.**

Once completed and signed by all required parties please return the paper copy to:

**MCAD Student Affairs Office**  
Minneapolis College of Art and Design  
2501 Stevens Avenue  
Minneapolis, MN 55404  
www.mcad.edu

For questions call or email:  
(612) 874-3738  
student\_affairs@mcad.edu

[NEXT](#)

8. Type your name to electronically sign the form and click SUBMIT.

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[Submit](#)

**Signature: \***  **Date: \*** 6/4/2021

*By typing your name here it will serve as your electronic signature.*

[SUBMIT](#)