



## Submit Your Immunization Requirements in 4 Steps

1. Print out the [Form](#) and take to your health care provider for completion or attach an official copy of your immunization history.
2. Register for an account on to the [Patient Portal](#)
  - a. Existing users should login at, [kean.studenthealthportal.com](http://kean.studenthealthportal.com)
3. Scan or take a picture on a smartphone of your vaccine documents, go to the **Document Upload** menu, select Immunization History as the file type, and Save.
4. Go to the **My Forms** menu, select the Immunizations History form, and enter your immunization dates.

You will receive a secure message to your Kean email once our immunizations are verified and/or if additional information is required. Please note, records must be submitted and processed before a restriction can be removed. For technical assistance please call our front desk at Student Health Services, (908) 737-4880.