

Instructions for submitting your immunization records

Using a computer or tablet to submit your immunization records:



- Go online to your student health portal: <https://uncc.medicatconnect.com> and login with your NinerNET credentials.
- Click on the 'Forms' tab and complete the two required forms under the Immunizations heading. ("Prior 4 Year College Attendance" and "TB Screening Questionnaire")
- Click on the 'Immunizations' link. Click on the blue boxes and enter **ALL** immunization dates (required and recommended) that you have on your record.
*****Click the 'Submit' button to the right of the page ONCE after you enter all available immunization dates *****
- A box will pop-up and state that your records are not complete, click the link to upload your immunization record for verification. If you miss the link in the pop-up box, follow the step listed below.
- Click on the 'Upload' tab to upload all immunization documents for verification.

Using a smart phone to submit your immunization records:



- Go online to your student health portal: <https://uncc.medicatconnect.com> and login with your NinerNET credentials.
- Click on the ☰ button at the top left side of the screen and select 'Forms'. Complete the two required forms under the Immunization heading. ("Prior 4 Year College Attendance" and "TB Screening Questionnaire")
- Click on the on 'Immunizations' link. Click on the blue boxes and enter **ALL** immunization dates (required and recommended) that you have on your record.
*****Click the 'Submit' button ONCE after you enter **ALL** available immunization dates. *****
- A box will pop-up and state that your records are not complete, click the link to upload your immunization record for verification. If you miss the link in the pop-up box, click the ☰ button at the top left side of the screen and select 'Upload'.
- Upload all immunization documents for verification. If you have more than one page in your records, you will need to click the ☰ button and select upload again. This will reset the page to accept additional upload(s).

Check your UNC Charlotte email for your compliance verification status. This verification email will be sent within 1- 5 business days.

Please contact the Immunization Department at the SHC if you have any questions regarding your requirements for immunization compliance.