

Student Services

VACCINE/TESTING UPDATES

January 6, 2022

WINTER/SPRING

What is the new college policy for students?

Students **MUST** provide proof of vaccination to attend any in-person class, to participate in any activity or service on campus (library, tutoring, counseling, activities). Students use “CLEARED4” to upload proof of vaccination – showing 2 doses. Unless approved through an appeal, students can no longer complete weekly testing to attend in-person classes, labs and services.

You are considered fully vaccinated after 2 doses.

● SPRING Semester Important Dates

- January 12 (Wednesday) – registration begins for Spring Semester 2022
 - Students may register for in-person (on campus) and hybrid classes without uploading vaccination proof but will be DROPPED if vaccination proof is not uploaded
- February 22 (Tuesday) – Spring Classes begin

Does every student need to access Cleared4?

In order to be cleared in the system, students must claim their account in one of 2 ways.

1. Students can either refer to their email from “no –reply@cleared4work.com” and use their personalized link to upload proof of vaccination or
2. *If a student can't find the email sent by CLEARED4*, go to the Mt. SAC website and
3. click “COVID-19 Updates” (located at top of the home page)
 - a) then click the blue button “Cleared4 Vaccination and Testing Link”
 - b) enter Mt. SAC Student ID (A#) and Mt. SAC Portal Username
 - c) a personalized link will be sent to their Mt. SAC email (not CANVAS)



Cleared4 Vaccination and
Testing Link



Mt. San Antonio College

About Us

Academics & Training

Admissions & Aid

Campus Life

COVID-19 Updates



What is in the email from CLEARED 4?

Sender: No-reply@cleared4work.com

The initial
CLEARED4
email or text
message
states,
“Welcome to
CLEARED4 at
Mt. San
Antonio
College.”

From: **no-reply@cleared4work.com** <no-reply@cleared4work.com>
Sent: Monday, September 13, 2021 9:29 AM
To: [REDACTED]
Subject: Welcome to Cleared4 at Mt. San Antonio College

EXTERNAL SENDER- Exercise caution with requests, links, and attachments.



Hello

Please visit [https://www.c4wrk.com/\[REDACTED\]](https://www.c4wrk.com/[REDACTED]) to submit your vaccine information for Mt. San Antonio College. When on campus testing begins, you will also use the link above to submit your test results.

Thanks,
Mt San Antonio College

Custom URL

STUDENT PROCESS IN CLEARED4

Student Process in Cleared4

Didn't receive a link?
Scan the QR Code



3:49

AA app.cleared4.org

Mt. San Antonio College

Use your student ID number (A Number) in the User ID field or your portal username in the Alias ID field below to retrieve your personal link to access your Cleared4 account.

Please provide us with your information to claim your account:

Student/Employee ID

Portal Username

Next

Look for a text message
and/or email from
noreply@cleared4work.com
Click on the link

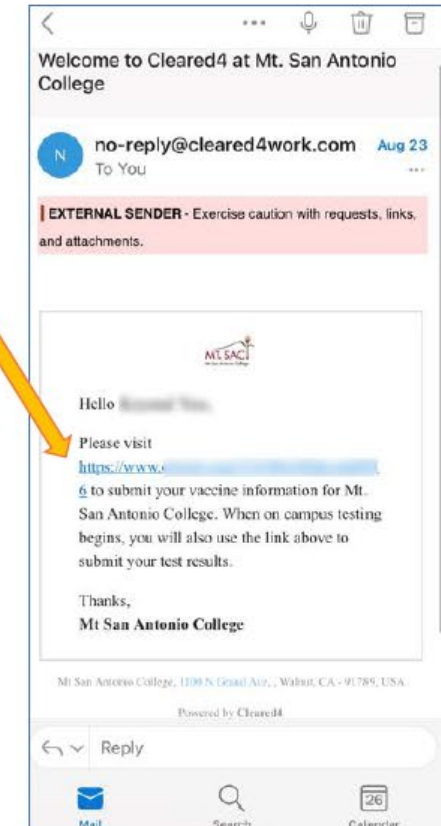
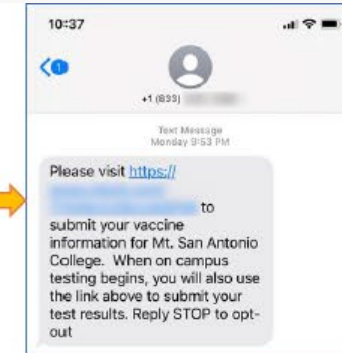
3:56

AA app.cleared4.org

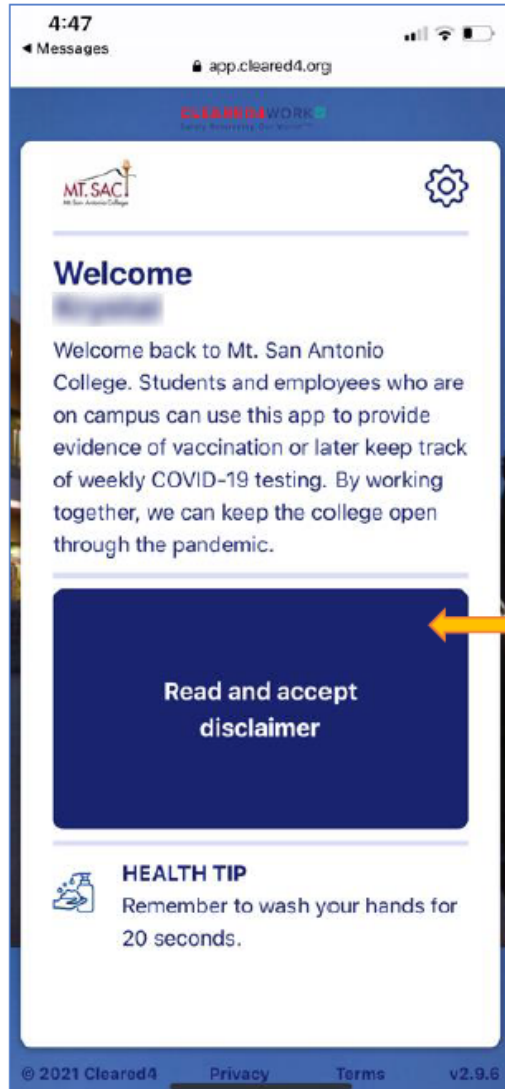
Mt. San Antonio College

Use your student ID number in the User ID field or your portal username in the Alias ID field below to retrieve your personal link to access your Cleared4 account.

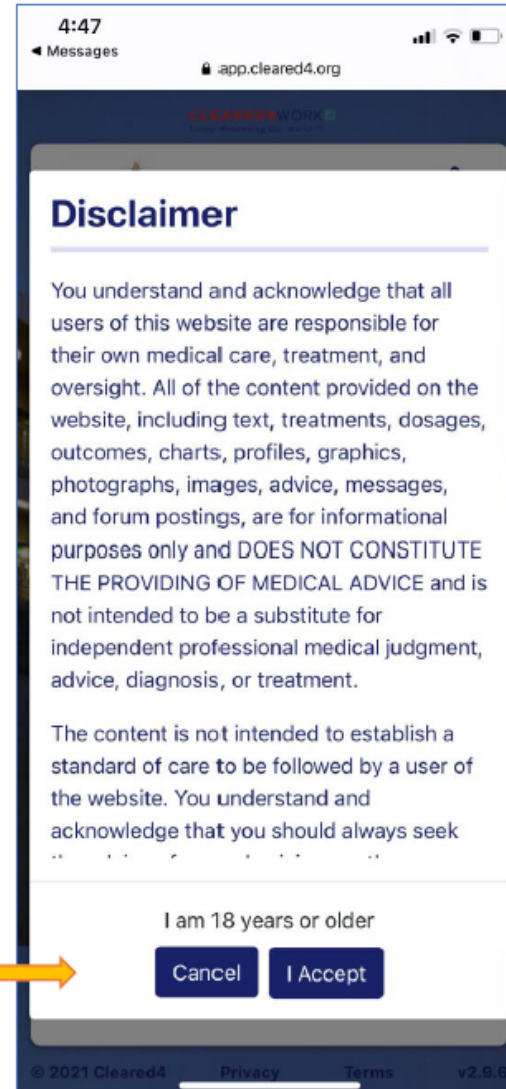
We just sent a notification to the email and/or phone number you used to register. Please check for that message as it contains a link to complete your next steps.



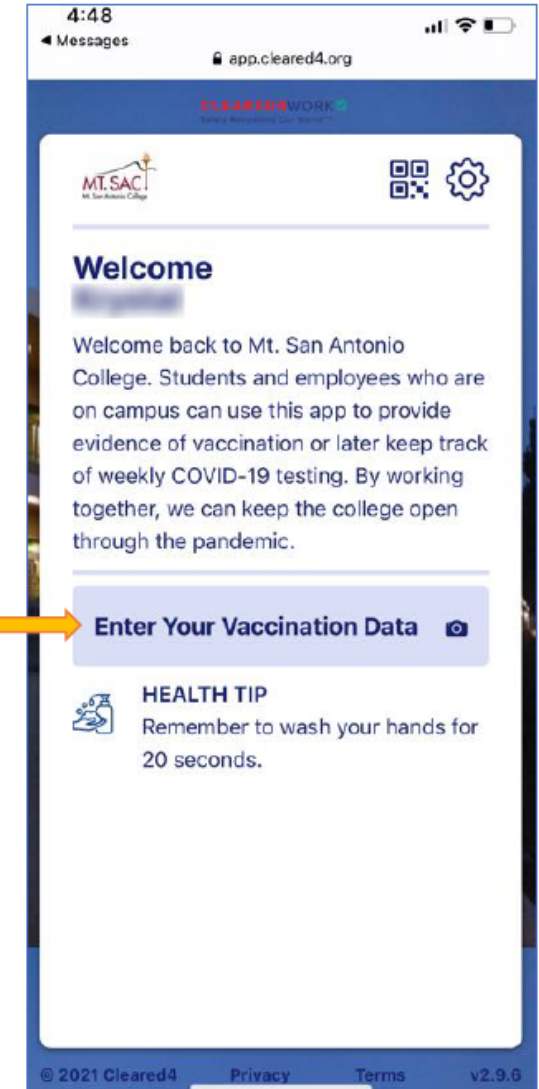
Read and accept disclaimer



Read the terms of the disclaimer and choose your response

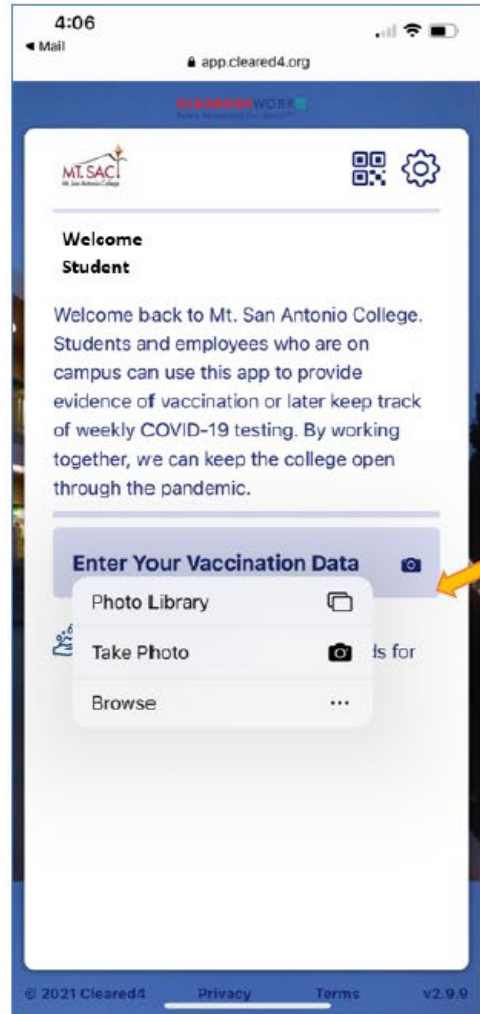


Click on the 'Enter Your Vaccination Data' button

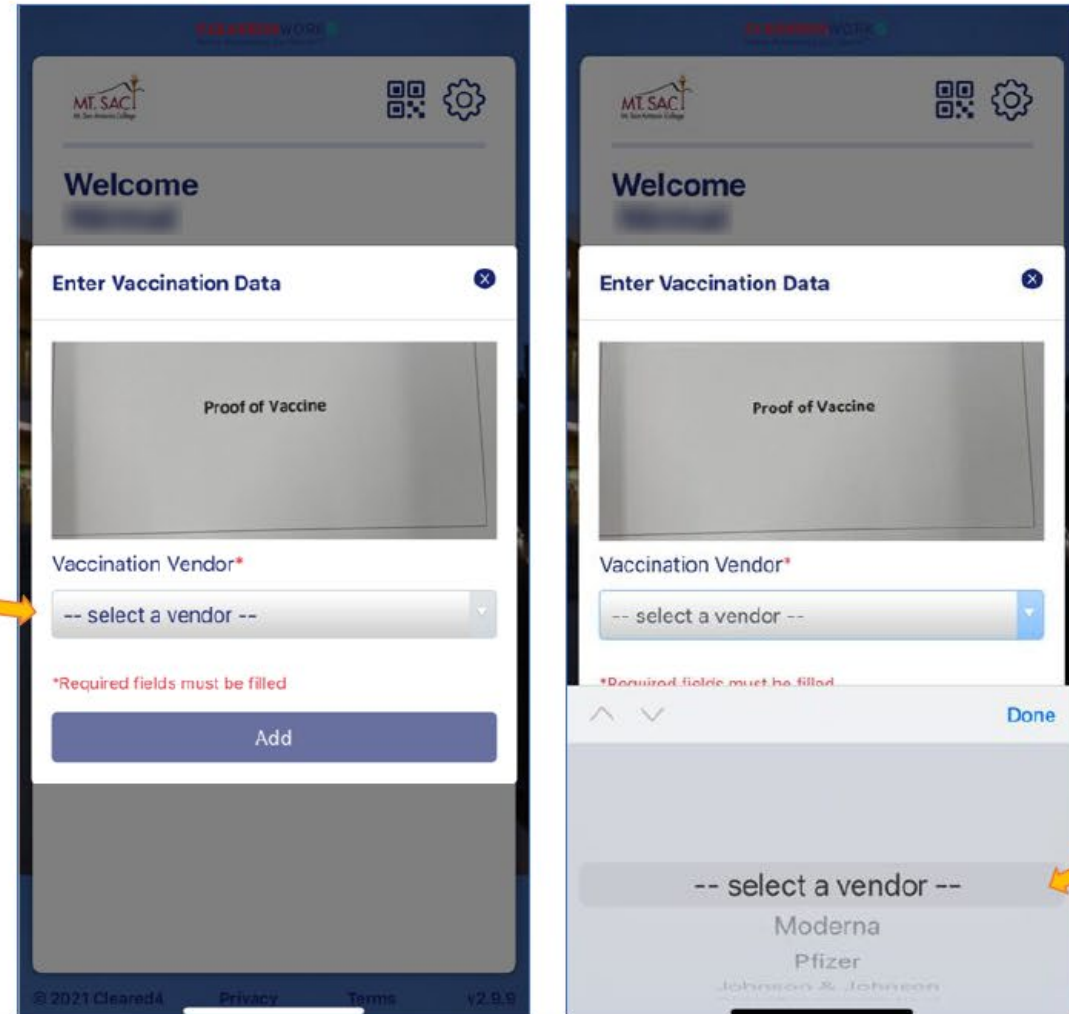


Students younger than 18 years old need a Guardian to complete a Consent Form. Available at testing station. Guardian must be present for first test.

Choose a method to upload an image of your vaccination card



Select your Vaccination Vendor



*We recommend taking a photo in this platform

The listed vendors are WHO (World Health Organization) approved.

Make sure to add each dose dates starting with Dose 1.

4:48
Messages
app.cleared4.org

ENTEREDWORK
Cleared4 Work

MT.SAC
Mt. San Antonio College

Enter Vaccination Data

Janssen

Vaccination Vendor*

Johnson & Johnson

Vaccination date*

MM/DD/YYYY

Dose*

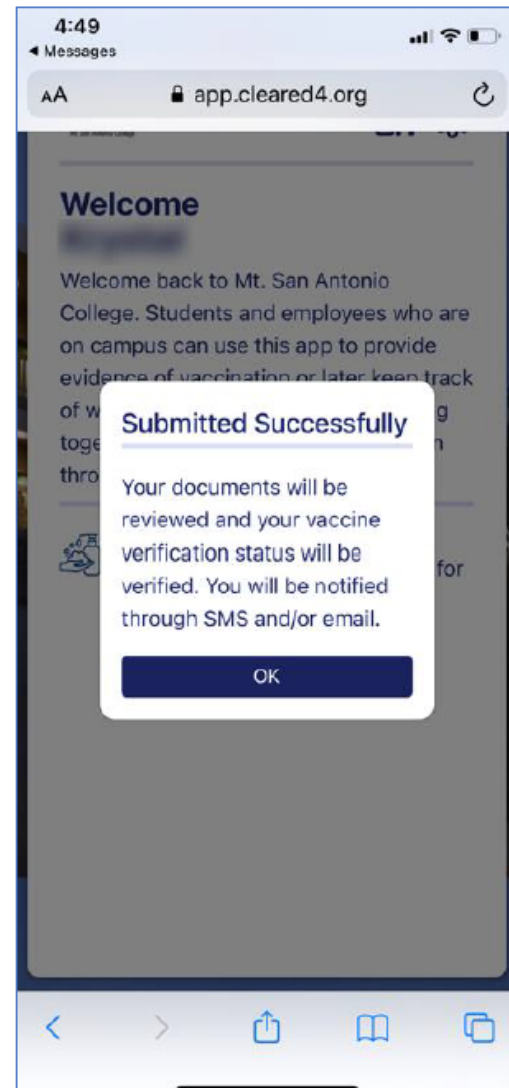
1

*Required fields must be filled

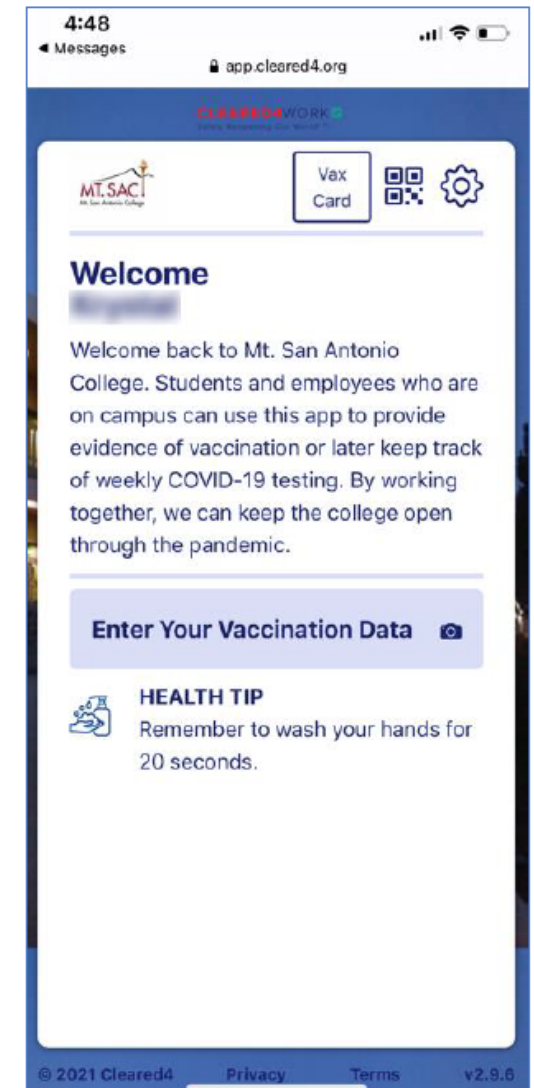
Add

© 2021 Cleared4 Privacy Terms v2.9.6

You will receive this confirmation if the information was submitted

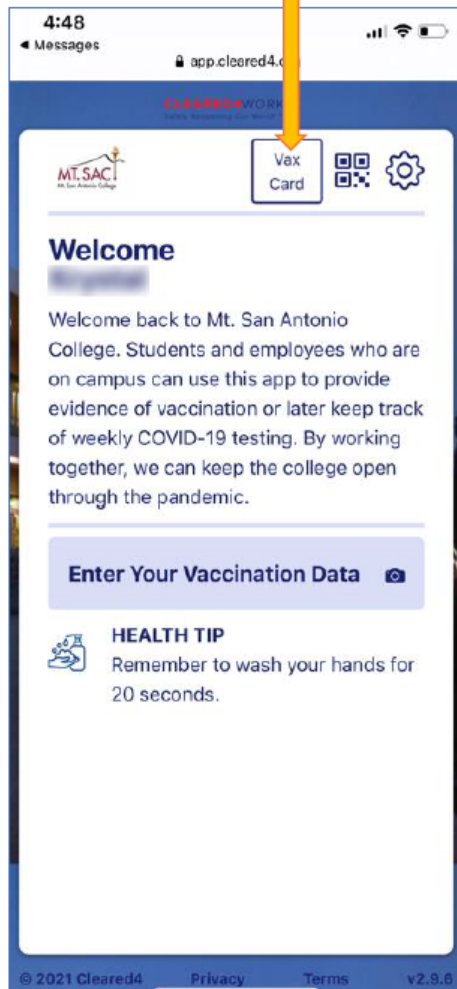


Your 'Home' screen will look like this while your status is being verified

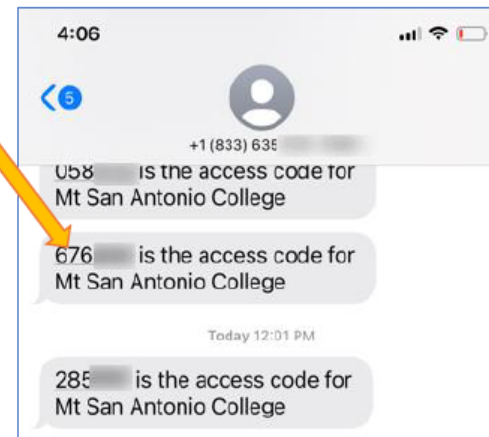
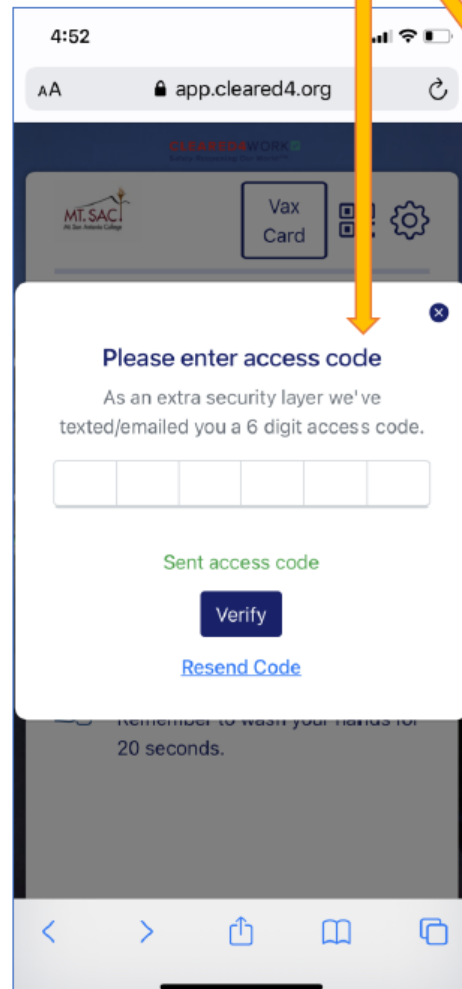


HOW STUDENTS CAN VIEW IMAGE OF THEIR VAX CARD

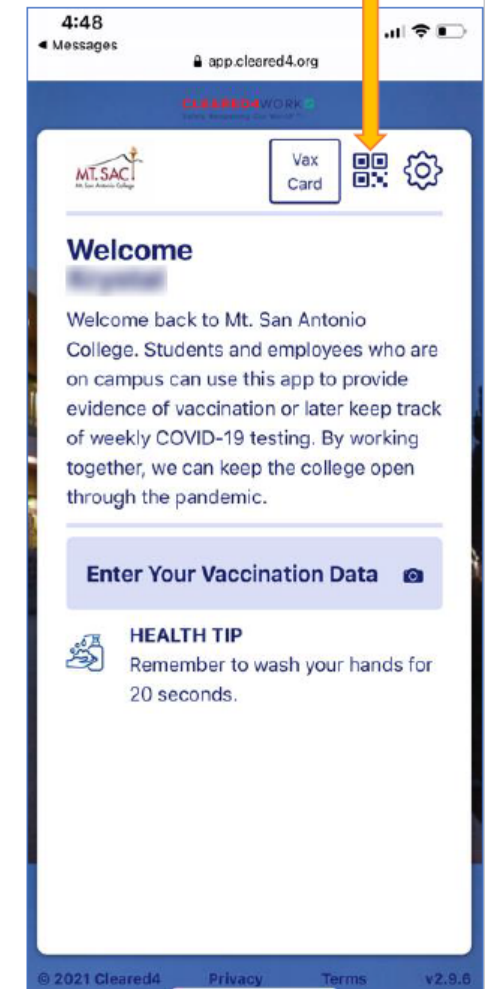
You can review the uploaded image of your vaccination card



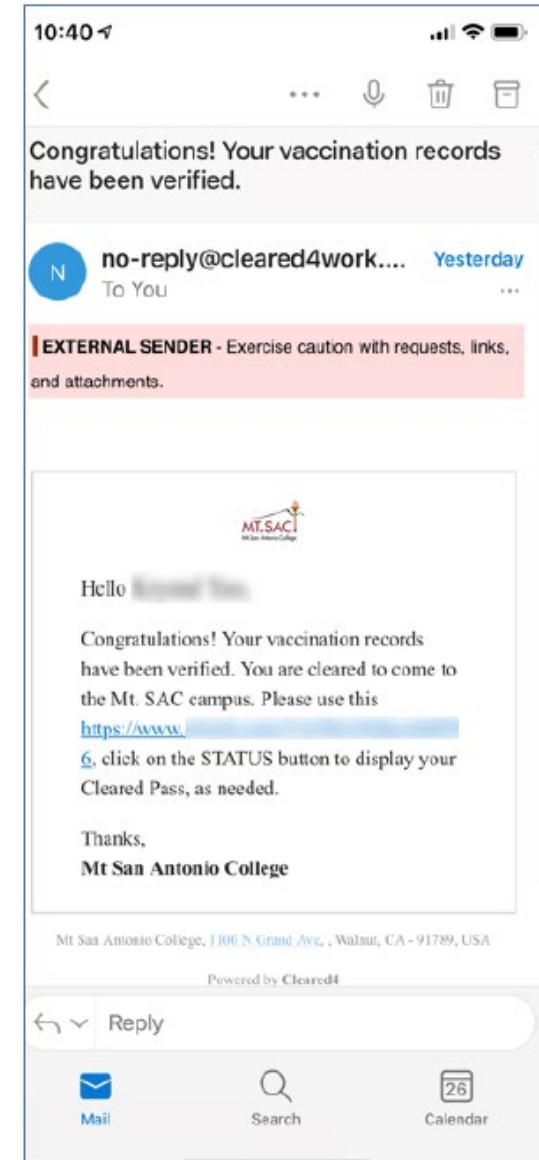
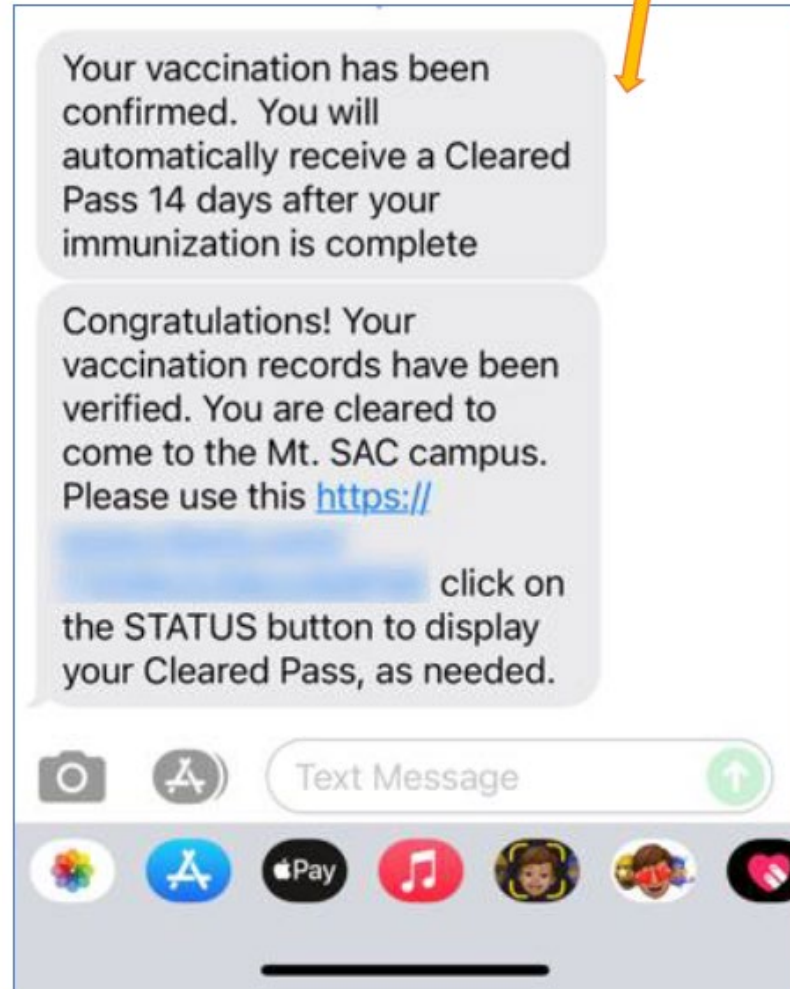
You will be prompted to add an access code



Displays a QR code with your name until your status is verified



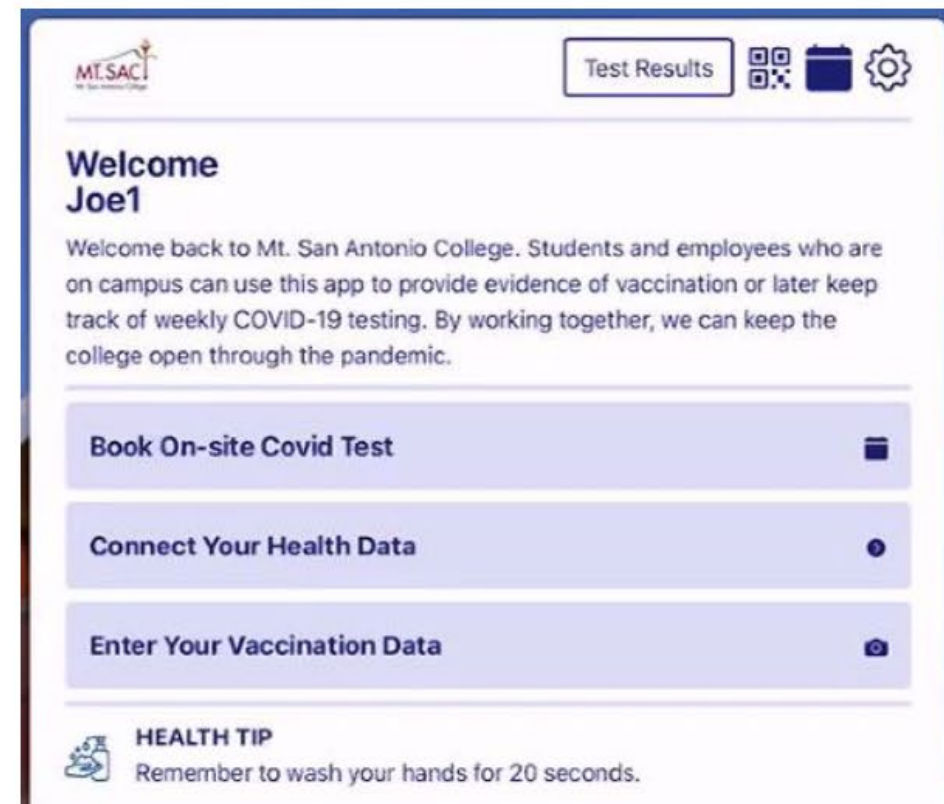
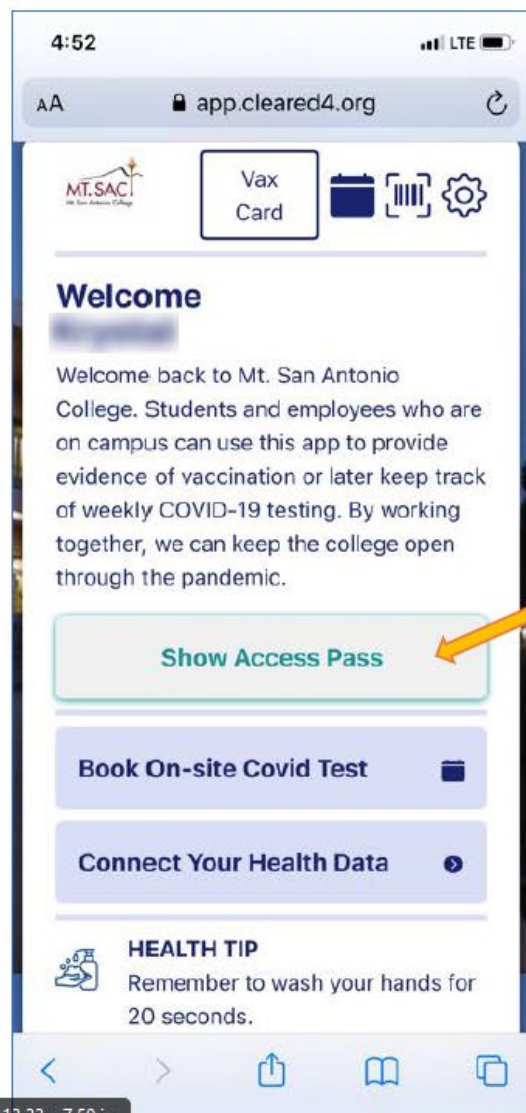
When your status is verified, you will receive a notification by text and/or by email



Show your 'Cleared Pass' by clicking on the 'Show Access Pass' button

Show your 'Cleared Pass'

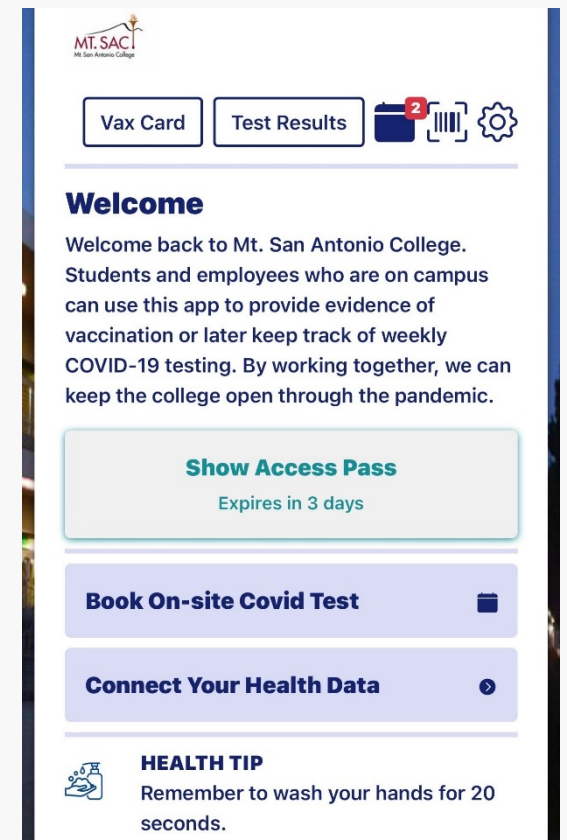
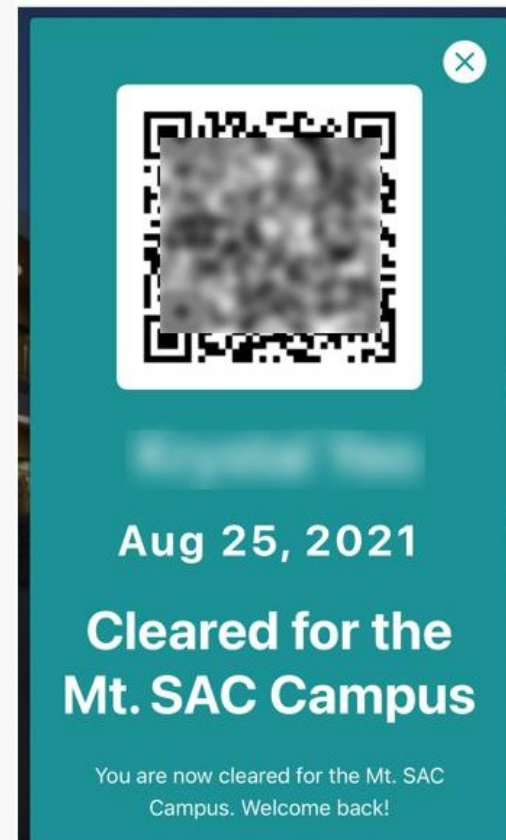
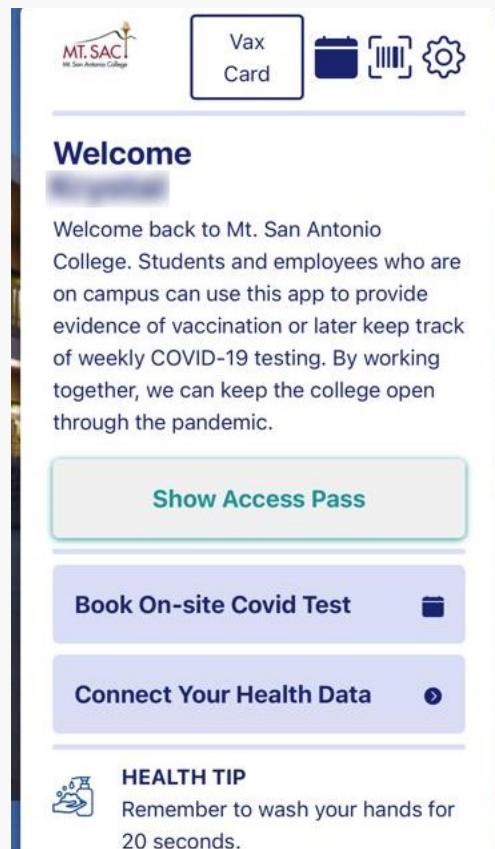
Home screen if Cleared Pass has not been issued yet



How does a student prove they are in compliance?

The CLEARED4 “app” will show the student’s current standing. If the student has successfully loaded their vaccination results, or is up-to-date with weekly testing, the CLEARED4 screen will show as CLEARED (a green screen).

Some offices will have access to CLEARED4 in order to check students’ clearance status.



Problems loading vaccination information

If Cleared4 has issues.

1. Try a different browser (i.e. Chrome or Firefox).
2. Or try Incognito/Privacy mode

Pictures: We recommend using the camera function in the platform.

The system will NOT accept PDFs, scanned photo or photos taken with a “live” function. Photos of vaccination cards should have a solid, plain background behind the card.





Winter 2022 Medical Exemption
Form



Winter 2022 Religious
Exemption Form

Where do students go to get request a religious/medical exemption?

Students with a qualifying medical condition or sincerely held religious belief against vaccination must submit a [Request for Medical Exemption](#) or [Request for Religious Exemption](#) or they risk being dropped from their in-person or hybrid class. To access these forms, go to -

<https://www.mtsac.edu/covid19/student-resources.html>

Follow the links above, then click the Account Icon (pictured), and then log in with your Mountie username and password. Those with authorized exemptions must participate in weekly COVID-19 testing at free locations across campus.

Or sign in with:



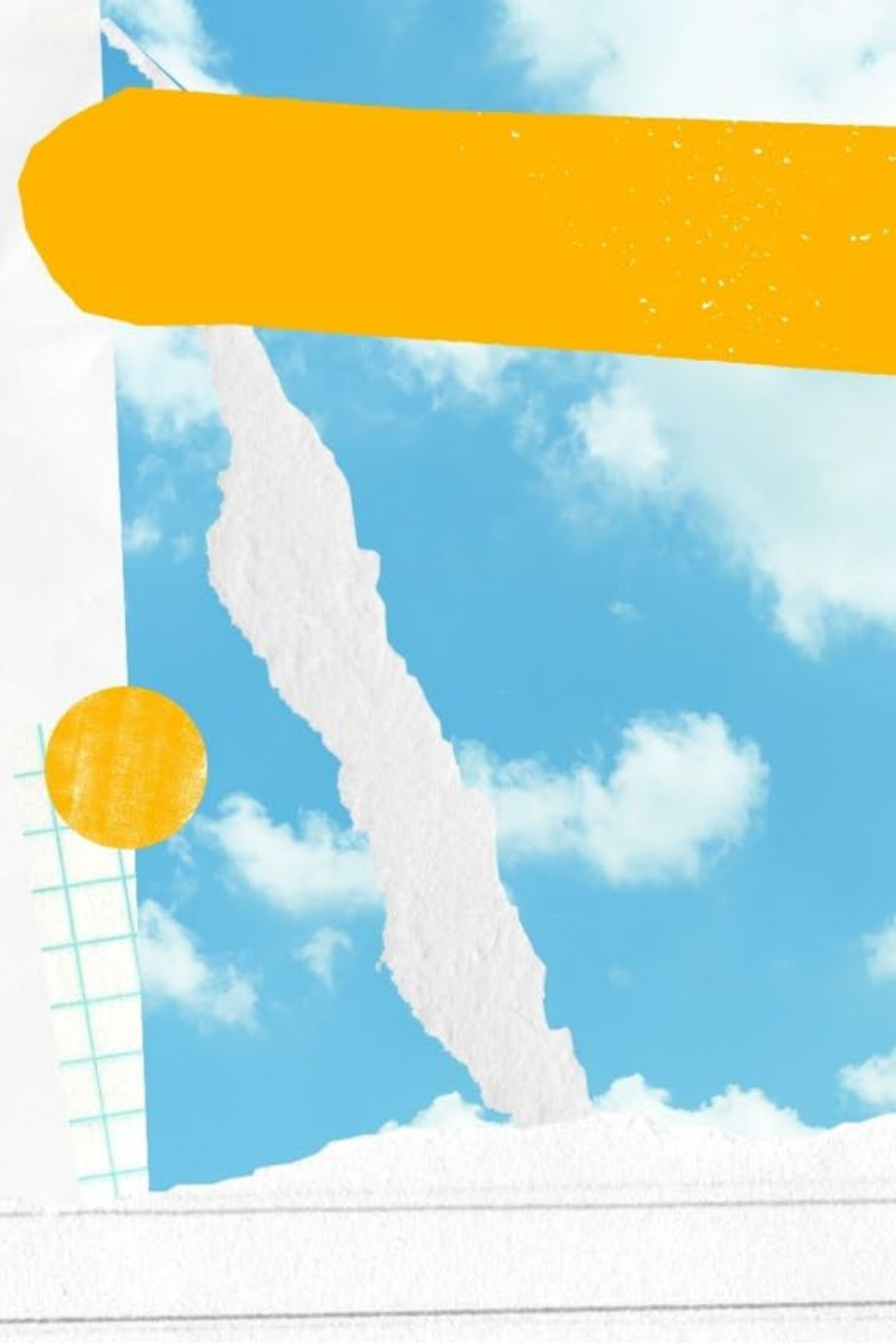
**CLICK THIS ICON
when accessing form**

Where can students take weekly COVID tests?

Students can make an appointment through CLEARED4 or simply walk up and show their Mt. SAC student ID (verifying their A#). There are 2 locations on campus:

Building 4 (Administration) near flag pole
Building 67A (on the parking lot side of the building)

Students who have health concerns can contact the Student Health Center and meet directly with a healthcare professional over phone or zoom/computer (telehealth)



How long does it take to be cleared?

CLEARED

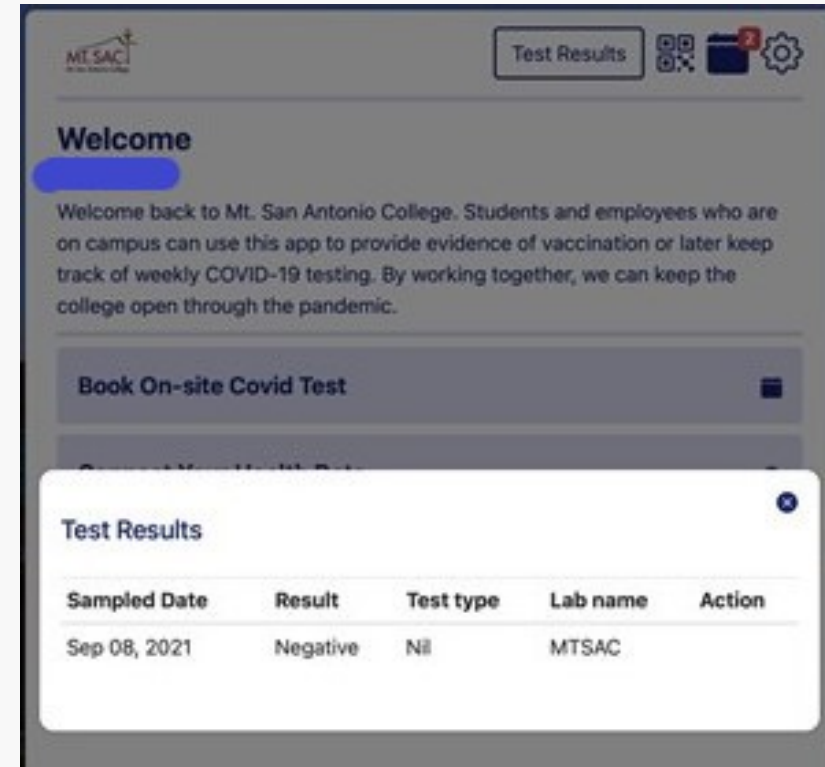
After completing testing, students should be cleared to attend class.

For those without a smartphone will be given a hand signed note to use for the day as the rosters will update nightly.

RESULTS

Test Results will be available 24-48 hours after testing. Via text, email, and in the Cleared4 account.

Students will be notified by Contact Tracing if test result is positive.



Can testing from other approved locations be submitted instead of testing at Mt. SAC?

The CLEARED4 system can link to most testing completed at other approved locations/sites.

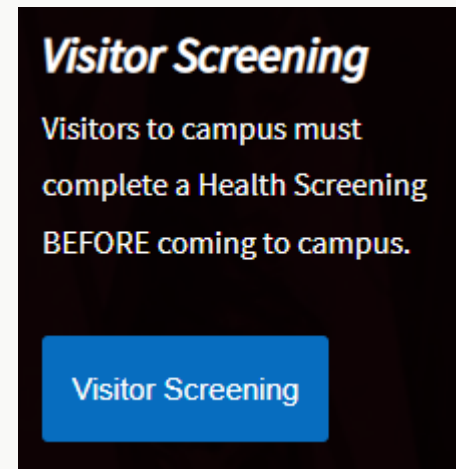


Tutors | Labs | Counselor | Library

Students participating in any activity or campus service, must present evidence of being cleared in order to participate. Students taking only online courses must also submit proof of vaccination or testing clearance in order to come on campus and participate in services, programs, and activities, including 1:1 appointments, use of the library, going to labs, open study areas, etc.

*If you are not taking an in-person class – you can visit briefly after completing a Visitor Health Check Form. If you require a longer meeting with a Counselor, they also offer sessions virtually.

What happens if a student desires to meet with tutors or counselors?



<https://www.mtsac.edu/covid19/index.html>



What happens if a student feels sick or has a positive COVID test?

Students feeling sick should NOT come to school and if sick on campus, should immediately return home.

Students should immediately complete an online form at <https://www.mtsac.edu/health/covidscreen.html/>

Someone representing the college (contact tracer) will contact the student to provide further direction. For medical advice please reach out to Student Health at **909.274.4400** or your Medical Provider. ContactTracing@mtsac.edu

What happens if a student is exposed to COVID but has no symptoms?

It is still an exposure. Students who have an active exposure should complete the online student health check form before coming to campus.

<https://www.mtsac.edu/health/covidscreen.html/>

A “contact tracer” from the college will be in contact with the student to explain when they can return to campus.

Students should also contact their instructors to let them know about missing class. It may be possible that students who have been vaccinated and have no symptoms can return to campus. For medical advice, please reach out to Student Health 909-274-4400 or your Medical Provider.

What is a “contact tracer”?

Contact tracers are individuals who work for Mt. SAC to track any possible COVID cases. They review all reports of active COVID cases as well as COVID exposures. If there is an active case, the contract tracers interview the affected person to find out where the individual was on campus, and with whom the person may have had close contact with (less than 6 feet) for a sustained amount of time (more than 15 minutes). Contact tracers notify others who may have been exposed and provide direction about next steps.

What happens if a student does not want to wear a mask or refuses to wear a mask or face shield?

Students with a medical condition may request an accommodation to the mask requirement through ACCESS at (909) 274-4290 or through Student Health Services at (909) 274-4400.

Medical verification is required. Students who can't wear a mask due to medical reasons will be asked to wear a face shield.

Students who are not excused or exempt from wearing a mask or face shield and refuse to wear a mask or face shield will be reported for student discipline as mandatory mask-wearing is college policy.

Who should you contact?

STUDENT INFORMATION HOTLINE

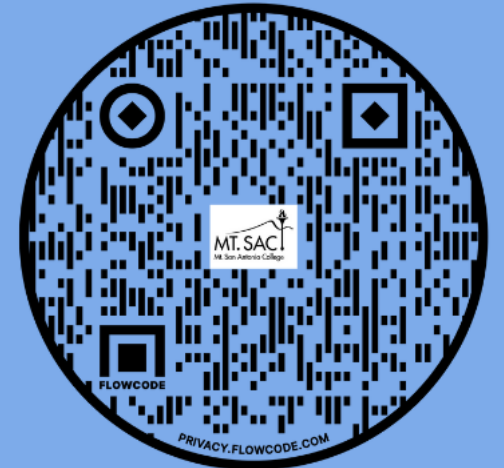
- 909-274-5122
- vaxortest@mtsac.edu

For accommodations: hraccommodations@mtsac.edu



Student Services page

[www.mtsac.edu/
studentservices](http://www.mtsac.edu/studentservices)



FAQ ~ Billboard of Events ~ Program Services



WILL FREE COVID VACCINATIONS BE AVAILABLE ON CAMPUS?

Kerr's Corner by Mountie Cafe

- Wednesday, October 20, 11 a.m. to 7 p.m.
- Wednesday, October 27, 11 a.m. to 7 p.m.
- Wednesday, November 3, 11 a.m. to 7 p.m.
- Wednesday, November 10, 11 a.m. to 7 p.m.

**WALK-INS
ACCEPTED!**

Sign up for an appointment through the Fulgent website at

vaccine.fulgentgenetics.com

- For location, pick “(Walnut) Mt. San Antonio College”
- Answer the questions and book the appointment

**FREE – there is no charge for testing or for vaccinations.
Regardless of insurance or immigration status.**

Common troubleshoot questions about **student status** before moving forward.

- 1) Is student taking credit or non-credit classes?
 - i. If non-credit, they may not be aware of student portal or student email.
 - ii. If they require a walk through, please fwd them to School of Continuing Education at ext 4220. They have counselors helping.
 - iii. If they are part of the Impact Program (DSPS) fwd them to ext 4220 or 4192.
- 2) Did they newly register?
 - i. They may be too new and missed the Cleared4 link emails.
- 3) Is student taking any classes this semester?
 - i. They may be a visitor returning a laptop. Have them complete the Visitor Health Check Form.
- 4) Are they getting COVID testing through Athletics Dept.? If so, those results are being manually pushed to Cleared4. They must also claim an account.

Questions to Ask Students to troubleshoot access



Can students still drop a course with an EW any time during the semester?

No. The EW policy has changed based on direction from the state Chancellor. Students must submit a Petition for Exceptional Action to the Admissions office if they want to drop with an “EW” – an “Excused Withdrawal”. Students who do not test or complete weekly testing and are not allowed to attend in-person classes can submit a petition for an “EW” if the reasons stated are for extenuating circumstances.

There are NO REFUNDS with an approved EW.