COVID-19 Vaccine Exemption Request  

<table>
<thead>
<tr>
<th>Effective Date</th>
<th>SOP #: GA.015.00</th>
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<tbody>
<tr>
<td>6.28.2022</td>
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<td>Last Revision/Review</td>
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1. Purpose
This procedure describes the process for students to submit a COVID-19 vaccine exemption.

2. Related Policy/Authority
College Catalog

3. Faculty/Staff Responsibilities
Office of Compliance: Receives vaccine exemption requests via Qualtrics.
Office of Clinical Education/Student Affairs: Notifies students of the COVID-19 vaccine exemption process.

5. Procedural Steps
Exemption Request Procedures
1. Students who plan to request a medical or religious exemption for the COVID-19 vaccine may do so by submitting their exemption via Qualtrics.
2. Upon receipt of a COVID-19 vaccine exemption request, the College Dean reviews the request to make a determination.
3. Submitting an exemption does not guarantee approval.
4. A student will be notified via email regarding their vaccine exemption approval/denial.
5. If approved, the Office of Compliance will email the Office of Clinical Education to notify the Office of the approved exemption.

Exemption Approval
1. Students who have an approved medical or religious exemption should be aware that some clinical sites do not accept a College’s exemption.
2. In the event the exemption is not accepted by the clinical site, the Office of Clinical Education will work to re-assign the student to another clinical rotation site within their assigned Regional Academic Center (RAC).
3. In the event the Office of Clinical Education is unable to secure an alternate clinical site that accepts the exemption the student will be required to complete their rotation at an alternative RAC at the student’s expense.
4. The College will not cover the cost for the student to travel to another RAC and will not pay for housing during the alternative clinical site stay.
5. In the event the Office of Clinical Education is unable to secure alternative clinical sites within alternative RAC’s the student’s graduation may be delayed.

6. Reports/Charts/Forms/Attachments/Cross References

7. Maintenance
Reviewed annually by the Office of Compliance.
## 8. Signature

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<tr>
<th>Approved by</th>
<th>Date</th>
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<tr>
<td>Department Head of Office of Compliance</td>
<td>6.28.2022</td>
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## 9. Distribution List

Internal/External

## 10. Revision History

<table>
<thead>
<tr>
<th>Revision Date</th>
<th>Subsection #</th>
<th>Summary of Changes</th>
<th>New/Cancellation/Replacement Procedure? (if applicable)</th>
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