

# Seattle Colleges COVID-19 Vaccination Reporting Frequently Asked Questions (FAQ) from Students

October 27, 2021

The following FAQs and answers are also available online at [seattlecolleges.edu/vax-req](https://seattlecolleges.edu/vax-req).

## **Why am I being asked to report my vaccination status?**

In the interest of everyone's health and safety, Seattle Colleges has chosen to be a [fully vaccinated campus per Governor Inslee's higher education proclamation](#). This requires all students, staff, and faculty to be fully vaccinated for COVID-19. An individual is considered fully vaccinated [two weeks after receiving the final dose of the vaccine](#). Exemptions to this requirement may be granted for medical or sincerely held religious reasons.

## **How do I report my vaccination status?**

You will use ctLink to report your status or file an exemption. Go to [www.seattlecolleges.edu/vax-req](https://www.seattlecolleges.edu/vax-req), and refer to the step-by-step directions in the "Students" accordion box.

## **Do I have to report my status if I am only taking classes online?**

Yes, all students attending Seattle Colleges, regardless of whether they attend in-person or online, are required to report their vaccination status by completing the attestation in ctLink. This must be done in order to register for winter quarter.

## **What if I don't report my status/complete the attestation?**

Students who do not report their status before November 1, 2021, will be blocked from registering for Winter Quarter. If your registration is blocked, the hold can be removed after you submit your attestation. Note, it can take up to 12 to 24 hours for the hold to be removed.

New incoming students will also be required to report their status before being able to register for classes.

## **Will I have to report my vaccination status each quarter?**

At this time, there are no plans to have students report their status/complete the attestation each quarter.

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### **Will anyone ask to see my vaccination card?**

You will be asked to enter your vaccination information and dates as part of the reporting/attestation process in ctclink. At this time, students are not required per the [governor's proclamation](#) to show documentation of vaccination, such as their vaccination card. It may be required in the future.

Please be aware that knowingly providing incorrect information when reporting your status/completing the attestation is a violation of the student conduct code ([WAC 132F-121-110, Item 5](#)).

### **I'm a work-study student, and I've verified my vaccination status with Human Resources. Do I still need to report my status in ctclink?**

Yes. Work-study students, if you have completed your vaccination verification with Human Resources, you still need to report your status/complete the attestation through ctclink.

### **What if I received a vaccine other than Pfizer, Moderna, or Johnson & Johnson?**

The drop-down menu in the immunization attestation tile includes a selection for "Other COVID-19 Vaccine". Select this option and enter the date or dates you were vaccinated.

### **What if I am in the process of getting vaccinated but not yet fully vaccinated?**

Please submit your attestation with the most current information you have.

As a fully vaccinated campus per the [governor's proclamation](#), Seattle Colleges is asking all students to report/attest they are fully vaccinated or file an exemption in order to register for Winter Quarter.

If you are not fully vaccinated, a hold will be placed on your account until you report your status/complete the attestation. Once you have reported your immunization status the registration hold will be removed within one business day.

### **If a hold is placed that prevents me from registering, when I report my vaccination status how soon will that hold be released?**

A process is in place where qualified college staff will check if you have reported your status/completed the attestation for the purposes of applying or removing a hold on your ability to register. Once you have reported your immunization status the registration hold will be removed within one business day.

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**If I do not report my vaccination status by Nov. 1, will I be dropped from my Fall Quarter classes?**

At this time there are no plans to remove students from Fall Quarter classes if they do not report their status/complete the attestation by Nov. 1, but you will not be able to register for Winter Quarter classes.

**What if I do not want to get vaccinated?**

You will not be allowed to register for Winter Quarter classes if you do not report your vaccination status or file an exemption by completing the attestation in ctcLink.

**Why do I keep getting messages reminding me to register my vaccination status even when I've already reported/completed the attestation?**

Reminders are being sent to all students but are intended for those of you who have not yet reported their status.

If you have already reported your COVID-19 vaccination status in ctcLink, nothing more is required at this time and you can disregard the reminder.

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## How can I tell if my vax reporting/attestation was submitted?

To confirm your response was saved, navigate to your ctLink homepage and click on the Immunization Attestation tile again.

### Not Submitted (image at right)

If the COVID-19 vaccination attestation form in ctLink still looks like the image below, with no information in the immunization field, and the "I Agree" options boxes are white and say "No," your attestation has not been submitted.

The screenshot shows the "COVID-19 Vaccination Attestation" form for a user named "Snow White". Under the "Vaccination Details" section, there is a table with two columns: "Immunization" and "Date Taken". The table is currently empty. Below this, the "Self Attestation" section contains a declaration and a radio button labeled "No" which is selected. The "Disciplinary Action" section also contains a declaration and a radio button labeled "No" which is selected. A green "Submit" button is visible at the bottom.

### Submitted (image at right)

If the immunization fields have information in them and the "I Agree" options boxes are green and say "Yes" and you've clicked "Submit", your attestation has been submitted.

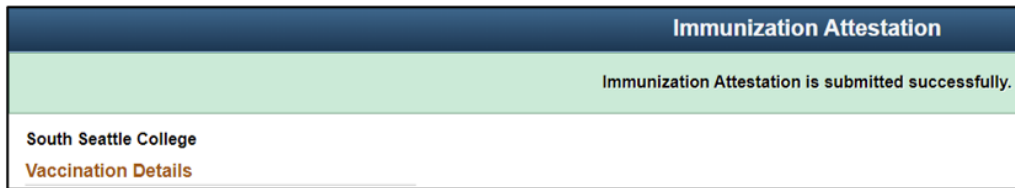
The screenshot shows the "COVID-19 Vaccination Attestation" form for a user named "Snow White". Under the "Vaccination Details" section, the table is populated with two rows: "Pfizer-BioNTech - 1st dose" on 09/01/2021 and "Pfizer-BioNTech - 2nd dose" on 09/19/2021. Below this, the "Self Attestation" section contains a declaration and a radio button labeled "Yes" which is selected. The "Disciplinary Action" section also contains a declaration and a radio button labeled "Yes" which is selected. A green "Submit" button is visible at the bottom.

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NOTE: The form will not allow you to leave the page without clicking "Submit." If you try to leave before submitting, you will receive the notification "Do you want to save your changes?" Click "Yes" to go back and save, "No" to disregard your changes.

The screenshot shows the 'Immunization Attestation' form for a user named 'Snow White'. The form includes sections for 'Vaccination Details' (with a dropdown for 'Exemption - Medical' and a date field for '10/19/2021'), 'Self Attestation' (with a statement and a radio button for 'Yes'), and 'Disciplinary Action' (with a statement and a radio button for 'Yes'). A 'Submit' button is at the bottom. A modal dialog box is overlaid on the form, asking 'Do you want to save your changes?' with instructions 'Click Yes to go back and save, No to discard your changes' and 'Yes'/'No' buttons.

Once you have submitted your response you should see a message at the top of the page indicated that it has been submitted successfully.



Note: this submission message only appears briefly. Because of this some students may not see it. Additionally, pop-up blockers will not permit it to show.