

### COVID-19 Testing Exception Form – PC View

1. Go to the [COVID-19 Testing Exception form](#). Login, if prompted, with your Elon username and password.
2. The Name, ID, Date and Person Type fields will automatically display your information and cannot be changed.

**ELON**  
UNIVERSITY Covid Testing Exception

If you are unable to test for Spring, please specify your reason below.

<b>Name</b>	<b>ID</b>	<b>Date</b>
<input type="text" value="Phoenix Jones"/>	<input type="text" value="9999999"/>	<input type="text" value="4/8/2021"/>
<b>PersonType</b>		
<input type="text" value="Employee"/>		

3. Select “Fully Vaccinated” from the “Exception” drop down box.

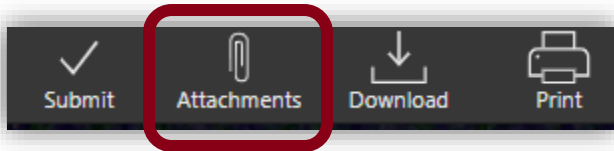
**Exception - Employee**

4. Select the name of your vaccine from the “Vaccine Name” drop down box. The “#Doses” field will fill automatically. Enter the date(s) for each dose, if applicable.

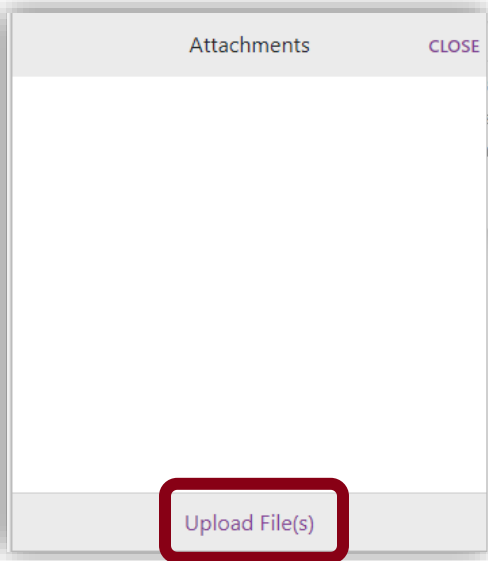
<b>Please select the Vaccine Name</b>	<b>#Doses</b>
<input type="text" value="Pfizer"/>	<input type="text" value="2"/>
<b>Date of 1st Dose</b>	<b>Date of 2nd Dose</b>
<input type="text" value="03/02/2021"/>	<input type="text" value="03/24/2021"/>

The Healthy Elon Commitment: By participating in academics and campus life during the 2021 Spring Term and Spring Semester, all students, faculty, and staff will be re-affirming their commitment to the [revised Healthy Elon Commitment](#) and shared practices that minimize the risk of COVID-19 infection within our community.

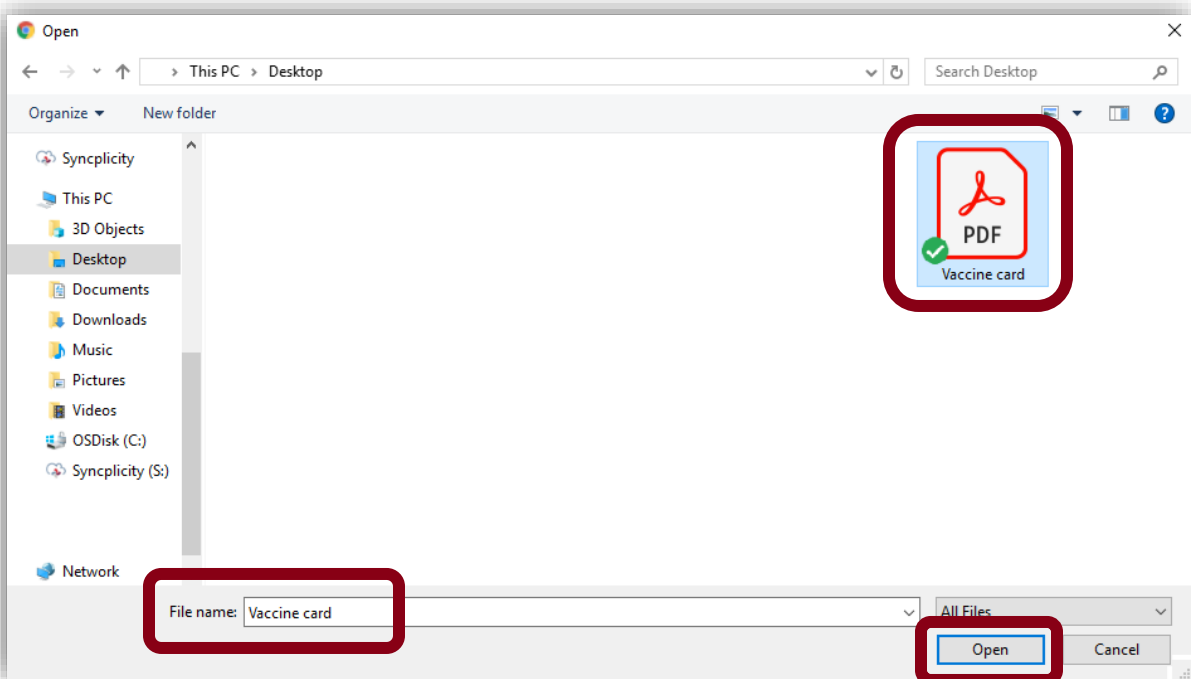
5. Save an image of your vaccine card on your device and remember where you saved it. Click on the “Attachments” button at the bottom of the form.



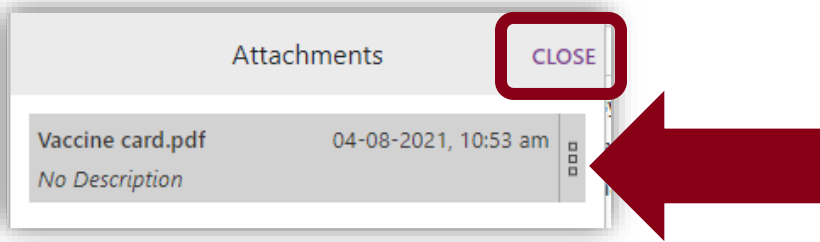
6. Click on “Upload File(s)” when the window appears.



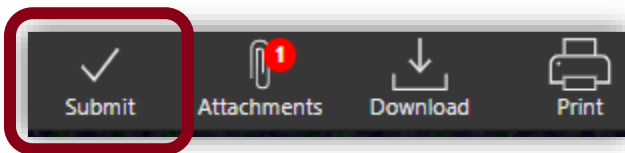
7. Navigate to where you saved the image of your vaccine card and open it to attach it to your form.



8. You should see the name of your image in the “Attachments” window. Click “CLOSE” to close the window.



9. **An image of your vaccine card is required.** Once you see an attachment indicator on the paper clip icon on the “Attachments” button then click the “Submit” button to submit your form.



10. You will receive emails regarding the status of your submission. Once your form has been approved then you will see your exemption status on your [My Readiness](#) page.

## **READY & RESILIENT**

### MY READY & RESILIENCE STATUS

Phoenix Jones



-  [Training](#)
-  [Healthy Elon Commitment](#)
-  COVID Test Results Received

You have completed the Ready and Resilient check-in process. Thank you.

### Exemption Status

 You are fully vaccinated as of 03/24/2021. You are approved as exempt from testing for 90 days starting 4/8/2021.

### My Results