INSTRUCTIONS FOR STUDENTS - UPLOADING COVID-19 DOCUMENTATION
UNIVERISTY OF LA VERNE

1. Go to [Med+Proctor Registration Page](#) log into account

2. Click on "submit another record"

3. Upload Electronic Record (Picture of Record is acceptable - .jpeg or .jpg are preferred).
   a. Document Type
      i. Supporting Documentation: do not select, not being used at this time.
      ii. COVID Lab Results: Results from a COVID Test
      iii. COVID Vaccine: Records showing that you are vaccinated and/or boosted
   b. Choose file: select location where file being stored

4. You are done. Your records will be reviewed, verified and you will be contacted as appropriate.