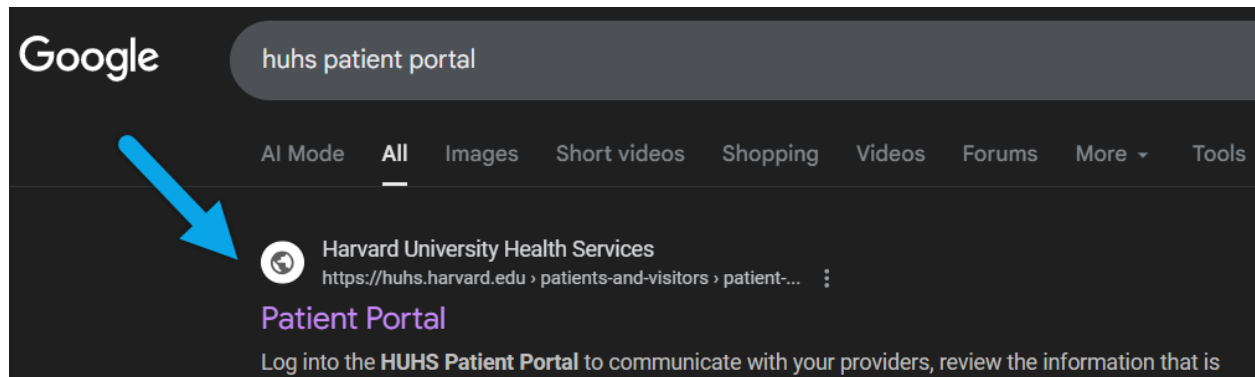


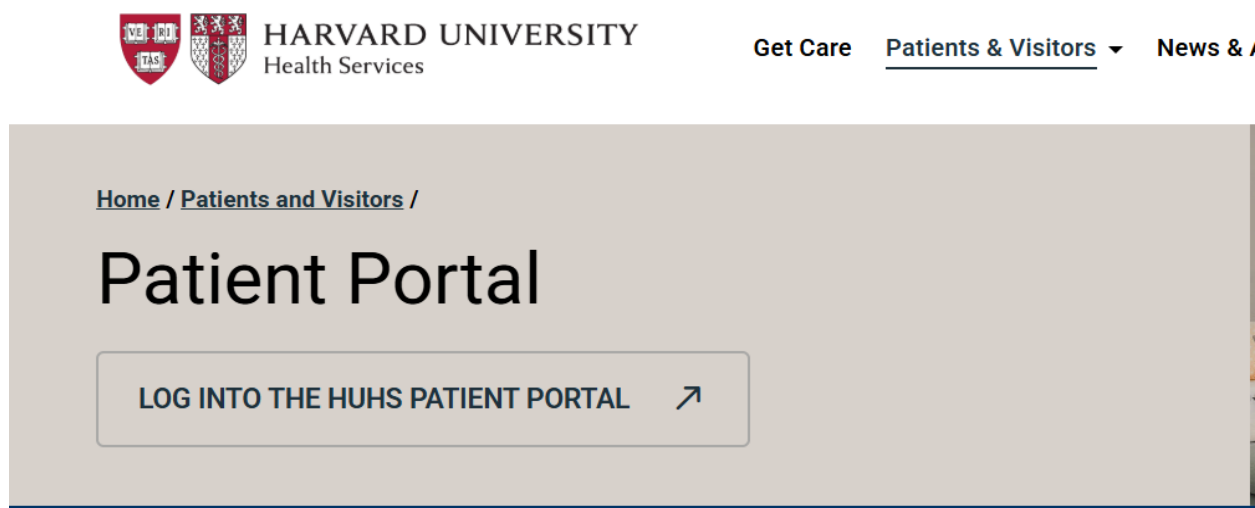
Instructions for Uploading Immunization Documentation

1. Go to the HUHS website and locate the **Patient Portal link**.

You may also search for “HUHS Patient Portal” using Google or another search engine.



2. Click **Log into the HUHS Patient Portal**.



3. Select **Log in with HarvardKey** and enter your credentials.

- If you do not have a HarvardKey, contact your school's Registrar office.



HUHS Patient Portal

HarvardKey Holders: Log in with your HarvardKey

If you have a Harvard ID number but don't have a HarvardKey, you may be able to claim one here:
<https://key.harvard.edu/select-user-type>

Find more information about claiming your HarvardKey here:
<https://key.harvard.edu/>

If you are unable to claim a HarvardKey, please follow the instructions for Non-HarvardKey Holders.

Non-HarvardKey Holders: Log in with your Username assigned to you by HUHS Health Information Services/Medical Records

Patients who do not have a portal account can create one by sending an email request to mrecords@huhs.harvard.edu and one of our HIS team members will reach out to you directly to provide assistance.

Protect Your Privacy: Do Not Share Your HarvardKey

Your HarvardKey is your unique login credential. It allows you to securely access applications and services across the University, including your **confidential medical information** maintained in the Patient Portal.

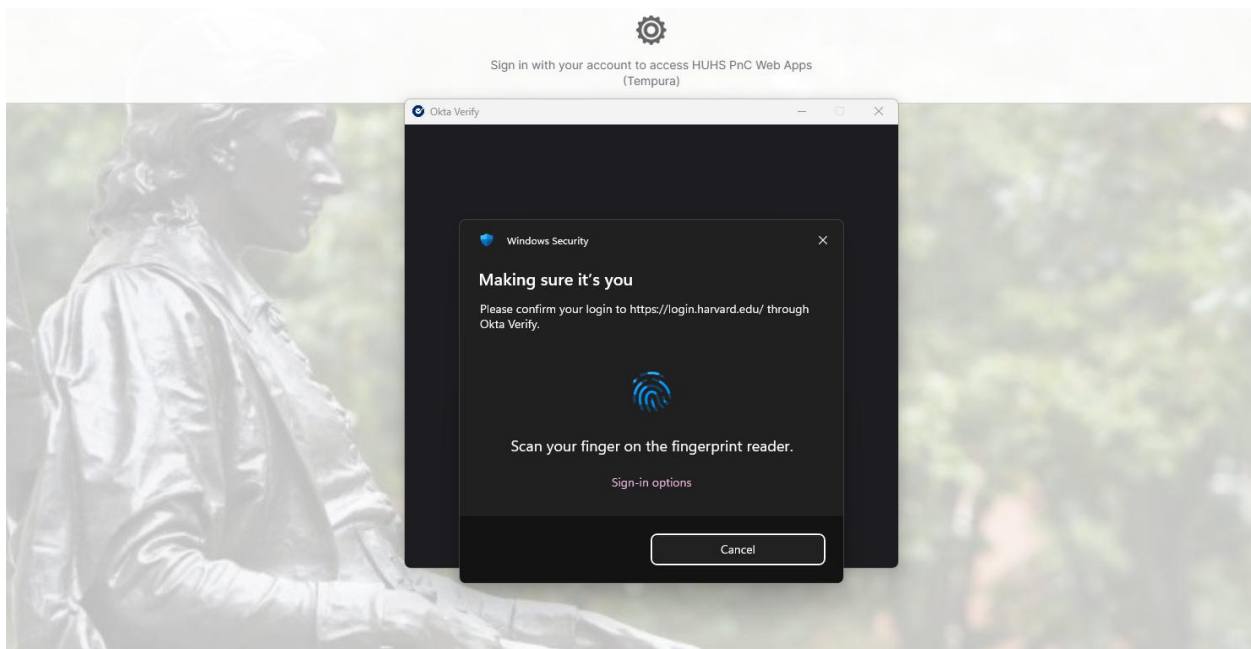
Never share your HarvardKey username or password with anyone—even someone you trust.

Log in with HarvardKey

Log in with Username

4. Complete identity verification through the **Okta**, the multi factor sign on application.

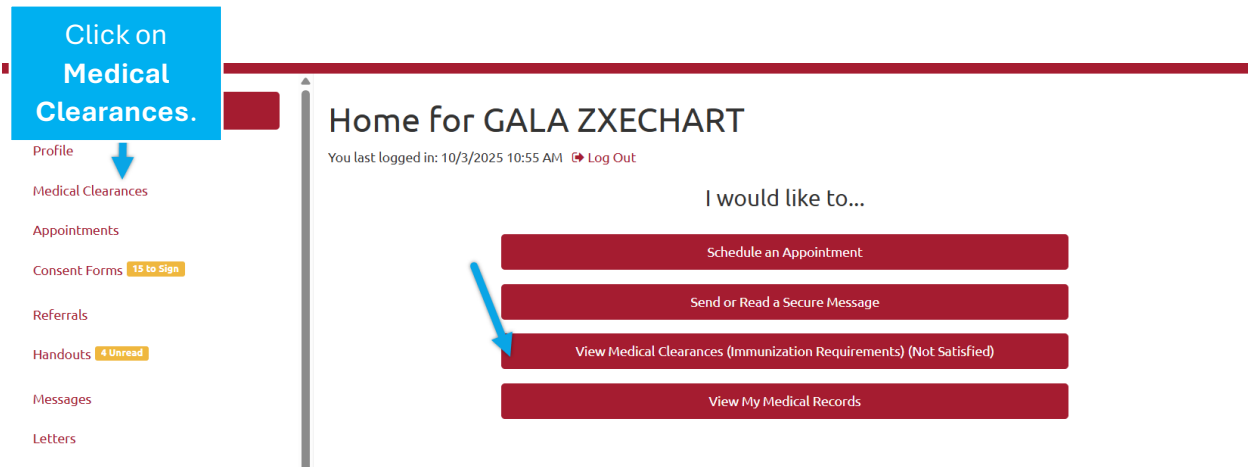
- Okta must be set up on your personal device in advance.



Medical Clearances

5. After logging in, you will be directed to the **Main Menu**.

- Click on **Medical Clearances**.



- Review the list of required vaccines.
- Identify items marked as **Not Satisfied**.

</

Harvard University
Health Services

Home

Profile

Medical Clearances Next Satisfied

Appointments

Consent Form 16 No Sign

Referrals

Handouts 3 Unread

Messages 63 Unread

Letterbox

Items required for clearance:

Clearance	Status	Details
Document Upload Upload Documents-MED Update	Not Compliant	No Data
Upload Documents-SS Update	Not Compliant	No Data
Upload Vaccine Documents Update	Compliant	Satisfied

If you are a **Summer School** student or enrolled in a **Medical Program**, select the correct upload option specific to your program.

- HOME

PROFILE

Medical Clearances View All

APPOINTMENTS

Consent Forms Get the form

Referrals

Handouts View All

Messages Get Message

Letters

Downloadable Forms

Surveys

Questionnaires

Medical Records

After Visit Summary

Immunization History

Log Out

Upload Instructions:

Required immunizations are listed below.

Upload your documents under the **Upload Vaccine Documents** button.

Click the **UPLOAD** button and submit your documentation.

Enter the dates of the required immunizations under each individual vaccine.

Overall Clearance Status: Not Clear

CWHP Forms:None

Immunization FAQs and forms

Items required for clearance:

Clearance

Document Upload

Upload Documents-MED

Upload Documents-SS

Upload Vaccine Documents

Entrance Forms

Minor Consent to Treat

Student Reported Health History

Summer School Med History

Immunizations

2 Step TB Test

Immunization Record

Immunization Record Upload Needed

The immunization form can be downloaded and printed below. After the document is completed and signed, use the green **UPLOAD** button to submit the document.

Be sure to **enter all immunization dates into each individual immunization**. This will greatly reduce the time it takes to process your information.

Download

Preview Download

Upload Received 1/21/2026 10:58 AM

Show Uploaded Document

Status: Upload Required

Additional Uploads

Upload

Acknowledged

Acknowledged

Acknowledged

Acknowledged

Acknowledged

Acknowledged

Acknowledged

Acknowledged

Acknowledged

Acknowledged

Acknowledged

Acknowledged

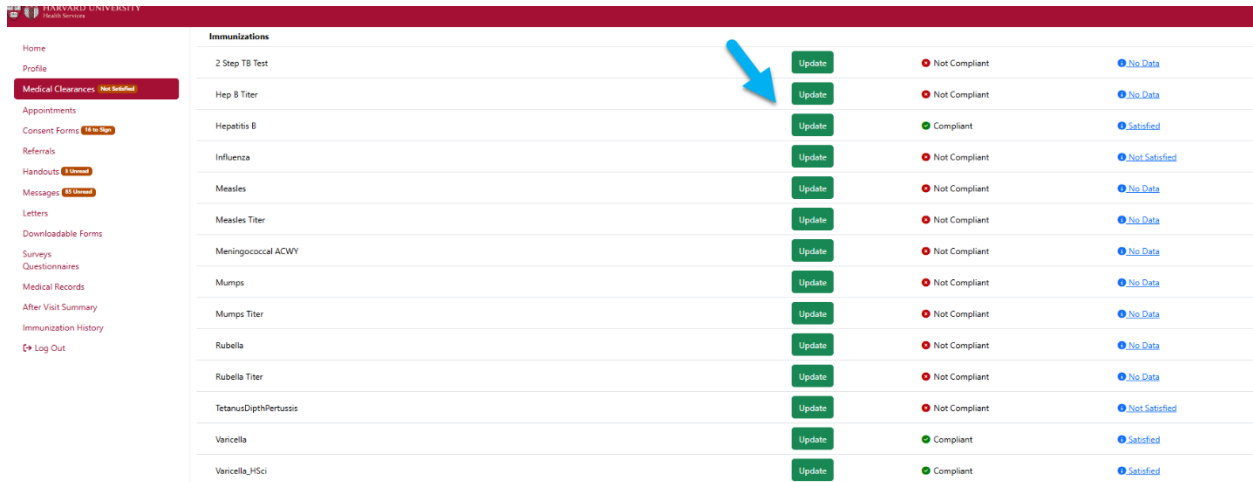
Acknowledged

Cancel

Save

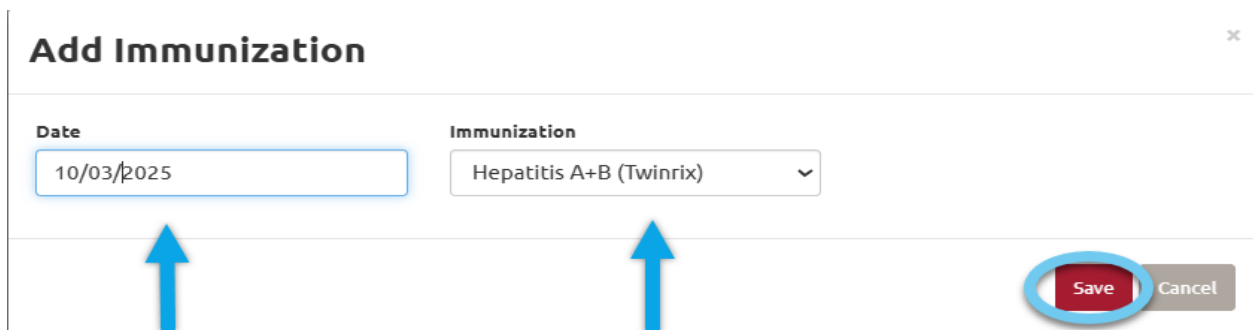
7. **Enter Immunization Dates** - in addition to uploading documentation you must enter the dates of each vaccine.

- Under **Immunizations**, click the **Update** button next to each vaccine.



Harvard University Health Services			
Immunizations			
2 Step TB Test	Update	Not Compliant	No Data
Hep B Titer	Update	Not Compliant	No Data
Hepatitis B	Update	Compliant	Satisfied
Influenza	Update	Not Compliant	Not Satisfied
Measles	Update	Not Compliant	No Data
Measles Titer	Update	Not Compliant	No Data
Meningococcal ACWY	Update	Not Compliant	No Data
Mumps	Update	Not Compliant	No Data
Mumps Titer	Update	Not Compliant	No Data
Rubella	Update	Not Compliant	No Data
Rubella Titer	Update	Not Compliant	No Data
TetanusDiphPertussis	Update	Not Compliant	Not Satisfied
Varicella	Update	Compliant	Satisfied
Varicella_HISci	Update	Compliant	Satisfied

- Enter the date each dose was received.
- Select the appropriate vaccine type.
- Click **Save**.



Add Immunization

Date

10/03/2025

Immunization

Hepatitis A+B (Twinrix)

Save

Cancel

If a vaccine requires multiple doses (for example, Hepatitis B), enter **all applicable dates**. If the specific name is not listed, select Hepatitis B-Unspecified

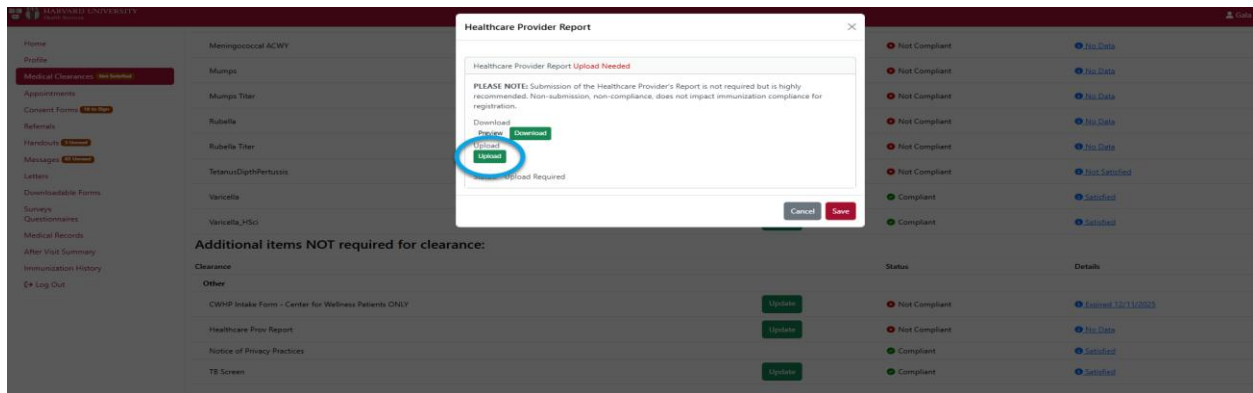
Repeat this process for each required vaccination.

8. **Items not required for clearance.**

You are encouraged to submit the items listed. Your ability to register for classes will not be impacted by the status of these not required for clearance items.

To upload documentation for these items:

- Click **“Update”** button next to each Clearance. Select your document from your device to be uploaded.
- Click **“Save.”**



You are all set! Your records will be reviewed.

Once you have uploaded your immunization documentation and entered all applicable vaccine dates, your records will be placed in our review queue.

Documentation is reviewed and verified in the order it is received. Please allow 10–15 business days for processing.

You will receive a secure message in the Patient Portal notifying you whether you have met the requirements or if additional vaccines are needed.