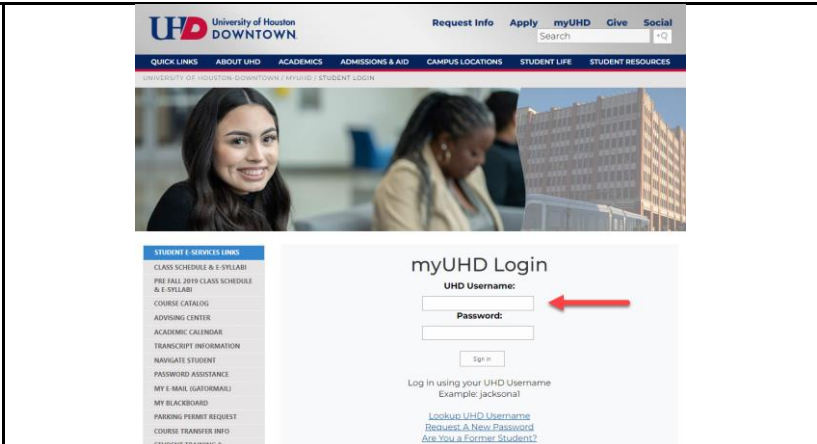
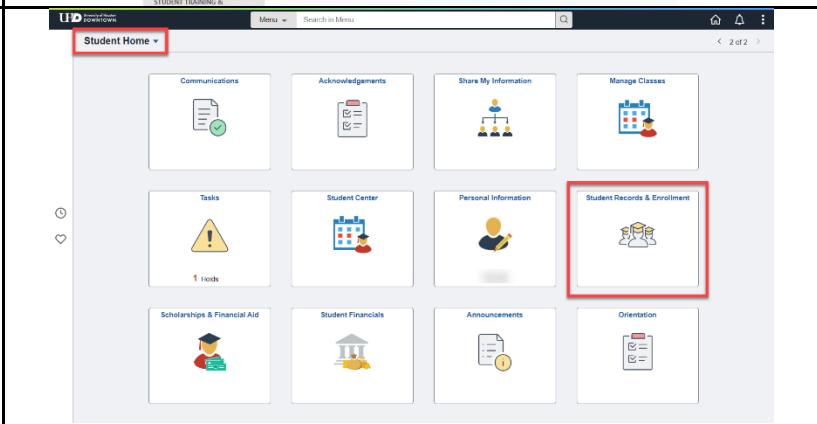
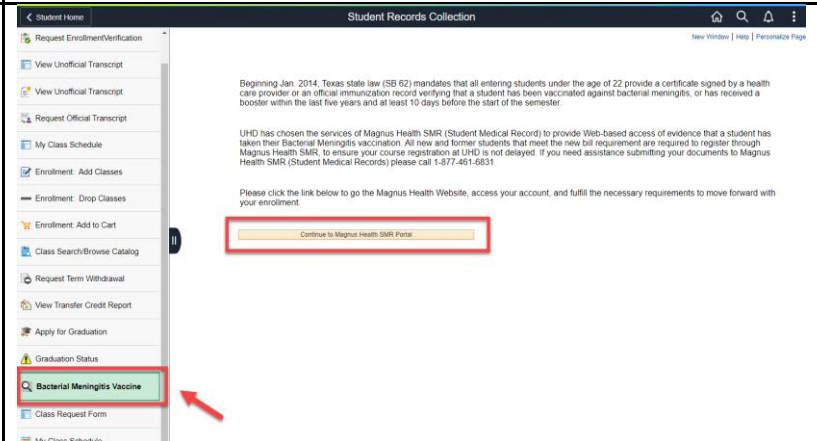


Bacterial Meningitis Upload Instructions

Once fully admitted to the University of Houston-Downtown, follow the steps below to submit your bacterial meningitis vaccination (BMV) documents to Magnus Health SMR. Students can also log into Magnus to check the status of their documentation (In Progress, Approved, Rejected).

If you decline the vaccine due to reasons of conscience, including a religious belief, you must complete and submit an original notarized [Texas Department of State Health Services \(TDSHS\) Vaccine Exemption Affidavit Form](#). This is the only acceptable documentation for this exemption. Exemption requests may take up to 3 weeks to be processed and mailed to you. Magnus Health SMR must receive the original affidavit document within 90 days of being notarized by mail (uploaded, faxed or emailed copies are not acceptable). If you are submitting a medical exemption, follow steps 1-7 to download a copy of the "Bacterial Meningitis Immunization or Exemption" blank form.

<p>1. Sign in to myUHD at myUHD.uhd.edu</p>	 <p>The screenshot shows the myUHD Login page. A red arrow points to the Password field.</p>
<p>2. Select the Student Records & Enrollment tile</p>	 <p>The screenshot shows the Student Home dashboard. A red box highlights the 'Student Records & Enrollment' tile.</p>
<p>3. On the left-hand menu, select Bacterial Meningitis Vaccine.</p> <p>Then, select Continue to Magnus Health SMR Portal.</p>	 <p>The screenshot shows the Student Records Collection page. A red box highlights the 'Bacterial Meningitis Vaccine' option in the left-hand menu, and another red box highlights the 'Continue to Magnus Health SMR Portal' button.</p>

4. Verify your personal information.

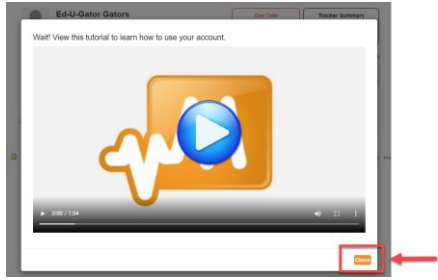
Please update your information below and agree to our terms and conditions to complete your account setup.

First Name: * Ed-U-Gator
 Last Name: * Gators
 Date of Birth: * 01/01/1974
 Phone Number: * 713-221-8999
 Email Address: * student@gator.uhd.edu

I have read and agree to Magnus Health's [Terms and Conditions](#) & [Privacy Policy](#)

Continue

5. Optional: View video on upload instructions.



6. Select the **Click Here button to upload.**

Welcome, Ed-U-Gator Gators - New Magnus Health Mobile App

Student Health Tracker

Ed-U-Gator Gators
Fall 2020

Tracker Summary
Ed-U-Gator is 0% complete.

You have 1 requirement(s) in your to do list.

Requirement	Blank Form	Action	Answer	Status
To Do Meningitis Immunization (or Exemption)		Click Here		

7. If you have a copy of your documentation, select **Yes, Submit to upload.**

Note: If you do not have a BMV shot record to submit and need the "Bacterial Meningitis Immunization or Exemption" blank form, select **No, click for instructions to get started**

Have you ALREADY obtained and completed one of the following documents?

- Proof of meningitis vaccination
- Medical exemption
- Reason of conscience

Yes, Submit

No, click for instructions to get started

8. Select the **Upload button, then Choose File. Select **Add Another** to upload more than one document.**

Would you like to upload the completed documentation?

Upload No, Fax

Scan the document onto your computer and upload it.

Upload

Choose File No file chosen
 Add Another

Your document must be PDF, PNG, JPG, JPEG, BMP, or GIF file. **Upload File(s)**

9. Select **Upload Files. Close when saved successfully.**

Upload

Choose File Sample BMV Record.pdf

Add Another

Your document must be PDF, PNG, JPG, JPEG, BMP, or GIF file. **Upload File(s)**

Once you see the **Complete** status, your documentation is ready to be reviewed by Magnus. It takes 1-2 business days for the record to be reviewed. If your documentation meets the requirements and is **Approved**, the bacterial meningitis hold will automatically be removed.

Welcome, Ed-U-Gator Gators - New Magnus Health Mobile App

Student Health Tracker

Ed-U-Gator Gators
Fall 2020

Tracker Summary
You are complete!

Requirement	Blank Form	Action	Answer	Status
Meningitis Immunization (or Exemption)		Edit	View answer	Complete

If your documentation does not meet requirements and is **Rejected**, the status and reason will be displayed here. Log in anytime to check your status.

If you need to update or resubmit your documentation, select the **View Answer** link and update the documentation previously submitted.

Welcome, Ed-U-Gator Gators - New Magnus Health Mobile App

Student Health Tracker

Ed-U-Gator Gators
Fall 2020

Tracker Summary
You are complete!

Requirement	Blank Form	Action	Answer	Status
Meningitis Immunization (or Exemption)		Edit	View answer	Complete