COVID-19 Vaccination Verification Update Process

1. **Dashboard**
   * Login to Verified

2. **My Profile**
   * Go to My profile
   * Click on the Document Uploads Tab

3. **Document Uploads**
   * Upload proof of Covid-19 Vaccination(s) to the Annual Vaccination upload section

4. **Compliance Status**
   * Go to the Compliance status tab, click the button to enter your Vaccination information and then click

5. **Communications**
   To see if your vaccination submission was successful check your compliance status tab in 5 – 10 business days! Synergy will only reach out to you if we need more information.

Please note: The open button will only be available if you have already had your initial ESPC appointment. For all other students please upload your Covid-19 vaccination(s) along with your other pre placement documents and it will be updated during your ESPC review.

Please note: Make sure you upload proof of vaccination(s) before submitting a request to have it reviewed.