How to Submit COVID-19 Vaccination Documentation or Exemption Request

1. Log into the SURF student system at https://surf.miracosta.edu
2. Click on the COVID-19 Vaccination tile in the SURF Student Center
3. Click the button ‘COVID-19 Vaccination Submission Form’
4. Read instructions and complete form with vaccination information. Be sure to upload proof of vaccination.

Student will receive an email upon submission. If the COVID-19 Vaccination Tile is visited now, the status page will reflect a ‘pending’ status.
5. Students will receive an email once documentation is approved, and the student is cleared for on-campus activities, classes, and services. Students can check their status anytime by clicking the COVID-19 Vaccination tile again in SURF. If denied, student will be able to resubmit. See email for denial reason.

Exemption Request
4b. Choose ‘I am seeking an exemption from the policy’, and select Exemption Type.
Read through instructions and confirm agreements.

Submit as attachment below.
Confirm final agreement, upload relevant documentation, and click Submit.

Student will receive an email confirmation of their request. Their status will change ‘pending’. The student will not be cleared for on-campus activities, classes, or services until they receive an approval email. Students can check their status anytime by clicking the COVID-19 Vaccination tile again in SURF.

Student will receive an email once request is reviewed by either Health Services (proof of vaccination) or the Committee on Exceptions (exemption request). The email will include relevant accommodation information and/or reason for the denial.

Students must submit a new exemption request for each semester.