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| Category:<br>Hospitals / Clinical Services<br>Student Affairs<br><br>Responsible Office:<br>University Life | **Procedure Title:**<br>Implementation of Immunization Legislation, Guidelines for<br><br>Document Number:<br>3751<br><br>Effective Date:<br>October 12, 1990<br><br>This procedure item applies to:<br>State-Operated Campuses |

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## Summary


This procedure relates to the disposition of students who do not comply with the Public Health Law §2165 and fail to provide appropriate written or serological evidence for immunity to measles, mumps and rubella.


## Process

Recommended Procedures for Students not in Compliance

A. Near the end of the grace period (see Student Health Policy), campuses should send a registered or similar type communication to students who are not in compliance. The communication sent to students should state clearly:

1. The student has previously been notified and the dates of previous correspondence;

2. The student is not in compliance with Public Health Law §2165;

3. Per such statute, as a specified date, the student is no longer permitted to attend the institution unless he/she has received a religious or medical exemption or can document that he/she is in the process of receiving the necessary immunizations;

4. No tuition will be refunded and the student will not be able to register for an ensuing semester until proof of immunity is provided;

5. The student may be subject to other campus polices;

6. The institution may be subject to a fine if it permits students to continue to attend after the grace period; and

7. The time frame in which the student must meet with a designated office or individual to avoid disenrollment.

B. The officer designated to meet with students should be ready to:

1. Receive and validate requests for exemptions;

2. Receive proof of immunity, or evidence that the student is in the process of receiving the immunity, (e.g. received one immunization and awaiting the required time between immunizations, copy of an appointment with health practitioner, etc.); and

3. Help students get immunized, through campus clinics, the local county health department or private practitioners.

C. An annual survey of student immunizations is to be submitted to the New York State Department of Health at a time determined by that department.

## Forms

There are no forms relevant to this procedure.

## Related Procedures

There are no related procedures relevant to this procedure.

## Other Related Information

There is no other information relevant to this procedure.

## Authority

The following link to FindLaw's New York State Laws is provided for users' convenience; it is not the official site for the State of New York laws.

NYS Public Health Law §2165 (Immunization of certain post-secondary students.)

In case of questions, readers are advised to refer to the New York State Legislature site for the menu of New York State Consolidated.

## History

Memorandum to Presidents from the office of the vice chancellor for student affairs and special programs, dated October 12, 1990.

## Appendices

There are no appendices relevant to this procedure.