How to Submit Your Vaccination Status Online

1) You will receive an email from IVC to submit your proof of vaccination. Click on the link: 
https://hitlrte.secure.force.com/CovidTracking?sitekey=SOCCCD

2) Type in your IVC email. Click SUBMIT.

3) You will see a green “Success” box. Now, check your IVC email again.
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4) You will receive another email with a NEW link. This link expires in 15 minutes. Click the link:

![Secure link for uploading your vaccination information](image)

5) You will open a “Vaccine Verification Services” webpage. Write your full name. Click SUBMIT.

![HIPAA and PHI Information and Consent Form](image)
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6) Click the box and choose the vaccination status.

7) Put in your information. Click “CHOOSE FILE” to upload a picture of your vaccination card or QR code. Then, click SUBMIT.
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8) You will see a green “Success” box. You’re finished!

TIP: Take a screenshot of this page for your records.

When the school verifies your vaccination record, you will receive a confirmation email.

NOTE: Currently, this can take more than a week.