

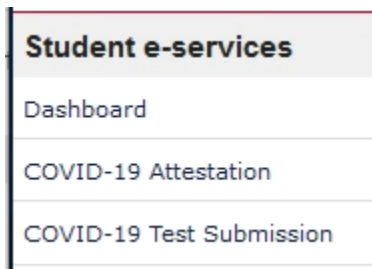


## COVID-19 Test Submission Summary

This form is used for students to submit weekly COVID-19 test results. This will be accessed from a link within an email sent from your college/university or directly from within e-services.

Follow the steps below to complete the COVID-19 Test Submission:

1. Click "COVID-19 Test Submission" within the left nav of Student e-services



2. Click "Add Test"



3. Choose the Day, Month and Year that the COVID-19 test was taken.

**Date the COVID-19 Test was taken: \***

-Choose- ▼ September ▼ 2021 ▼

4. Choose the radio button that indicates your COVID-19 test results

**Results of the COVID-19 Test: \***

- By checking here, you are indicating that you have tested **Negative for COVID-19**
- By checking here, you are indicating that you have tested **Positive for COVID-19**

5. Upload the supporting file(s) of your COVID-19 test results as your proof of completing a COVID-19 test. Single file size limit is 10MB and the allowed file types are PDF, JPG, JPEG, PNG.

**Please provide files for review: \***

 No files selected.

*Note: If you're viewing on a mobile device, you'll have an option to open your camera and take a photo of your document.*

6. Click "Submit"
7. When the uploaded file has been reviewed by your college or university staff, you will receive an email confirming the file has been reviewed or needs to be resubmitted.