



CONTRA COSTA COLLEGE

How to Submit Proof of Vaccination

[Submit Here](#)

Step 1: Enter your email to begin the submission process. **Students should use (@insite.4cd.edu) and employees should use (@email.4cd.edu) email address.**

A screenshot of a web form titled "Enter your email". It features a label "Email" above a text input field. Below the input field, there is a red error message that reads "This field is required". At the bottom of the form is a red button labeled "Continue".

Step 2: From a list of options, please select one that pertains to you

A screenshot of a web form titled "Please select one of the options below: 'I am a...'". It contains a list of five radio button options: "Current Student", "Employee", "Prospective Student", "Visitor / Guest", and "Contractor". At the bottom of the form is a blue button labeled "Next".

Step 3: Enter your full name

A screenshot of a web form titled "Full Name". It features a text input field for entering the name. At the bottom of the form is a blue button labeled "Next".

Step 4: Select which vaccine you have received or if you haven't received one.

Have you been fully vaccinated for COVID-19?

Pfizer (2 doses)

Moderna (2 doses)

Johnson & Johnson (1 dose)

I have not been fully vaccinated

Next

Step 4A: If you haven't received a vaccine, then please click the submit button

Have you been fully vaccinated for COVID-19?

Pfizer (2 doses)

Moderna (2 doses)

Johnson & Johnson (1 dose)

I have not been fully vaccinated

Next

Do you want to submit the form?

You've completed all the questions.

Submit Cancel

Step 5: Please obtain your proof of vaccination through one of the listed methods.

Please upload your proof of vaccination. Acceptable forms of proof include:

- 1) An image or screenshot of an Official California Digital COVID-19 Vaccination Record. You may download your digital vaccination record here: <https://myvaccinerecord.cdph.ca.gov/>
- 2) An original vaccination card showing the date(s) and types of vaccination(s) received.
- 3) A form from a healthcare provider that documents the date(s) and types of vaccination(s) received.

No file selected.

Step 6: Once you have uploaded the proof of vaccination file, click on the submit button to finish the process.

Please upload your proof of vaccination. Acceptable forms of proof include:

- 1) An image or screenshot of an Official California Digital COVID-19 Vaccination Record. You may download your digital vaccination record here: <https://myvaccinerecord.cdph.ca.gov/>
- 2) An original vaccination card showing the date(s) and types of vaccination(s) received.
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Do you want to submit the form?

You've completed all the questions.