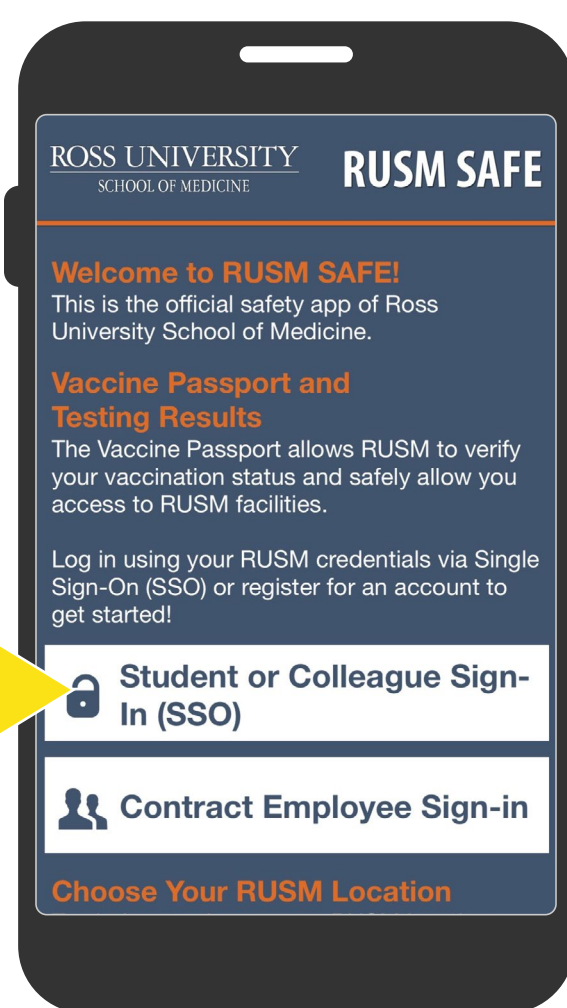


How to Upload Proof of Vaccination via the RUSM Safe App

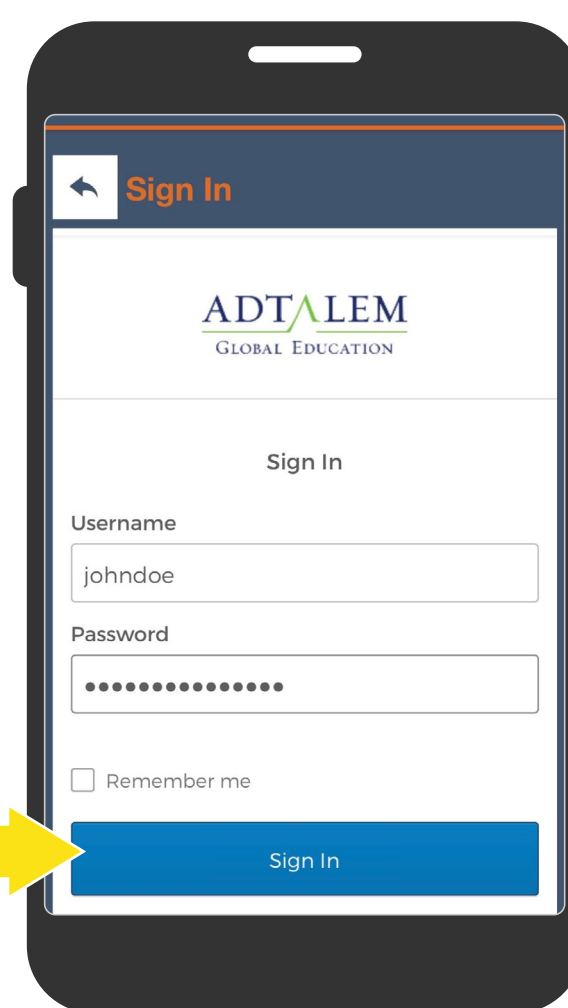
Quick Reference Guide



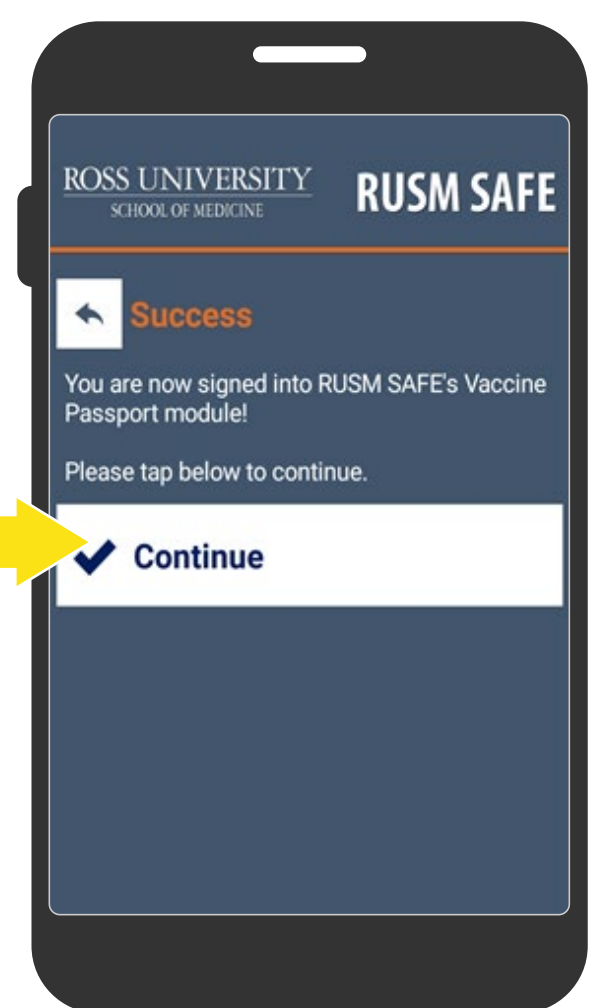
Download the RUSM Safe App from Apple Store or Google Play to your iOS or Android device.



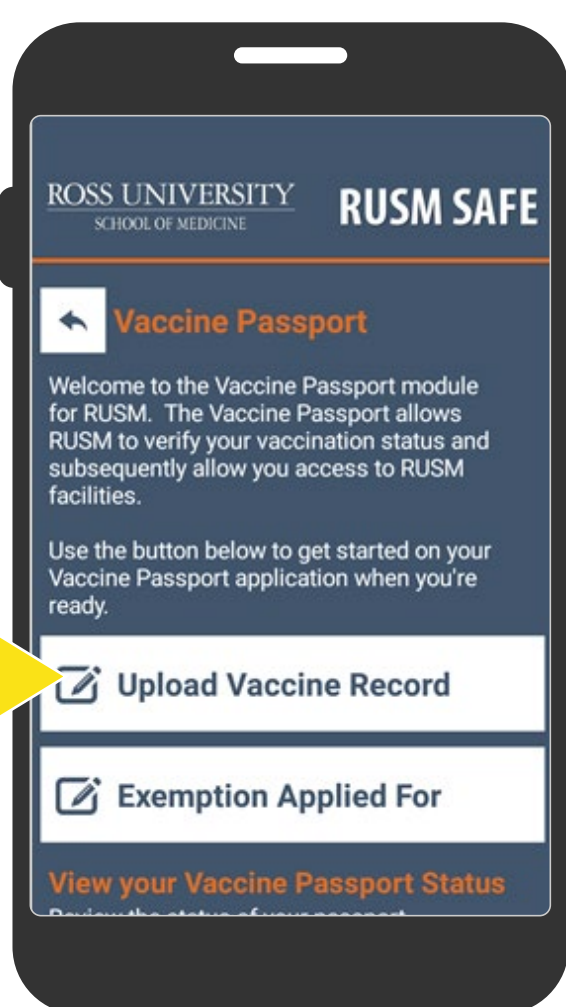
Step 1
Select **Student or Colleague Sign-In (SSO)**.



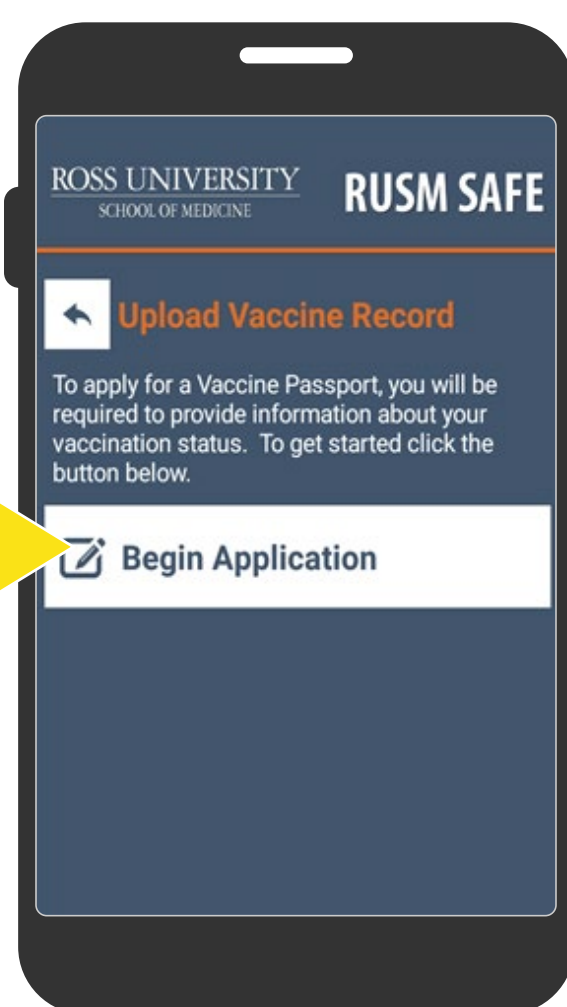
Step 2
Enter your RUSM student username and password. Select **Sign In**. Your username is typically your first and last name with no spaces and your account password should be at least 15 characters long.



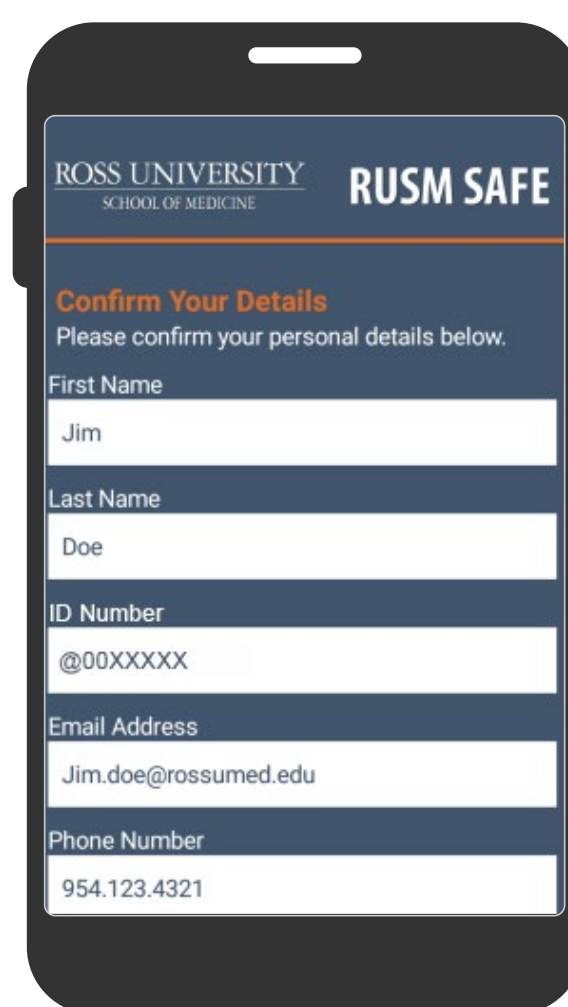
Step 3
Select **Continue**.



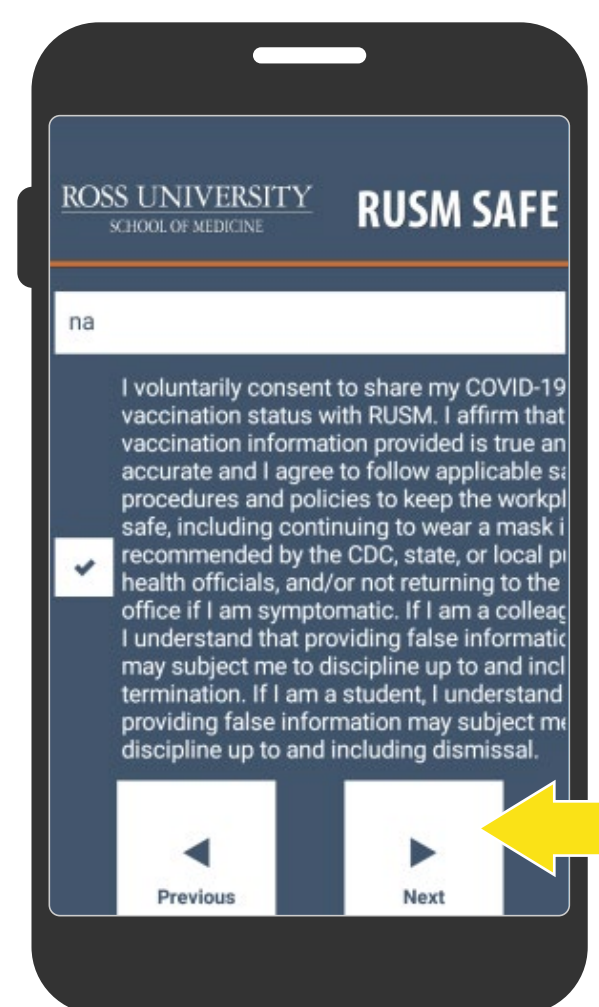
Step 4
Select **Upload Vaccine Record**.



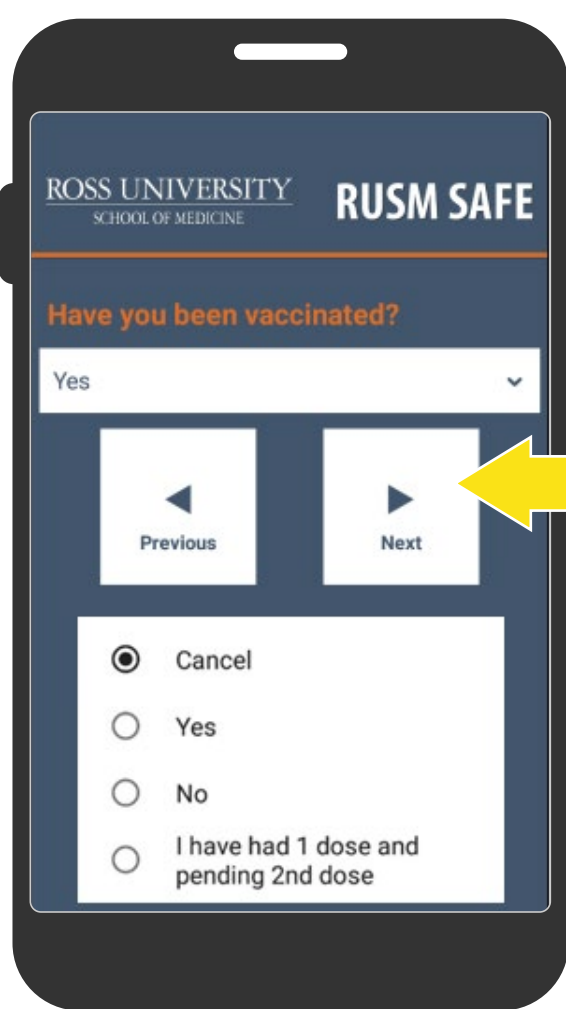
Step 5
Select **Begin Application**.



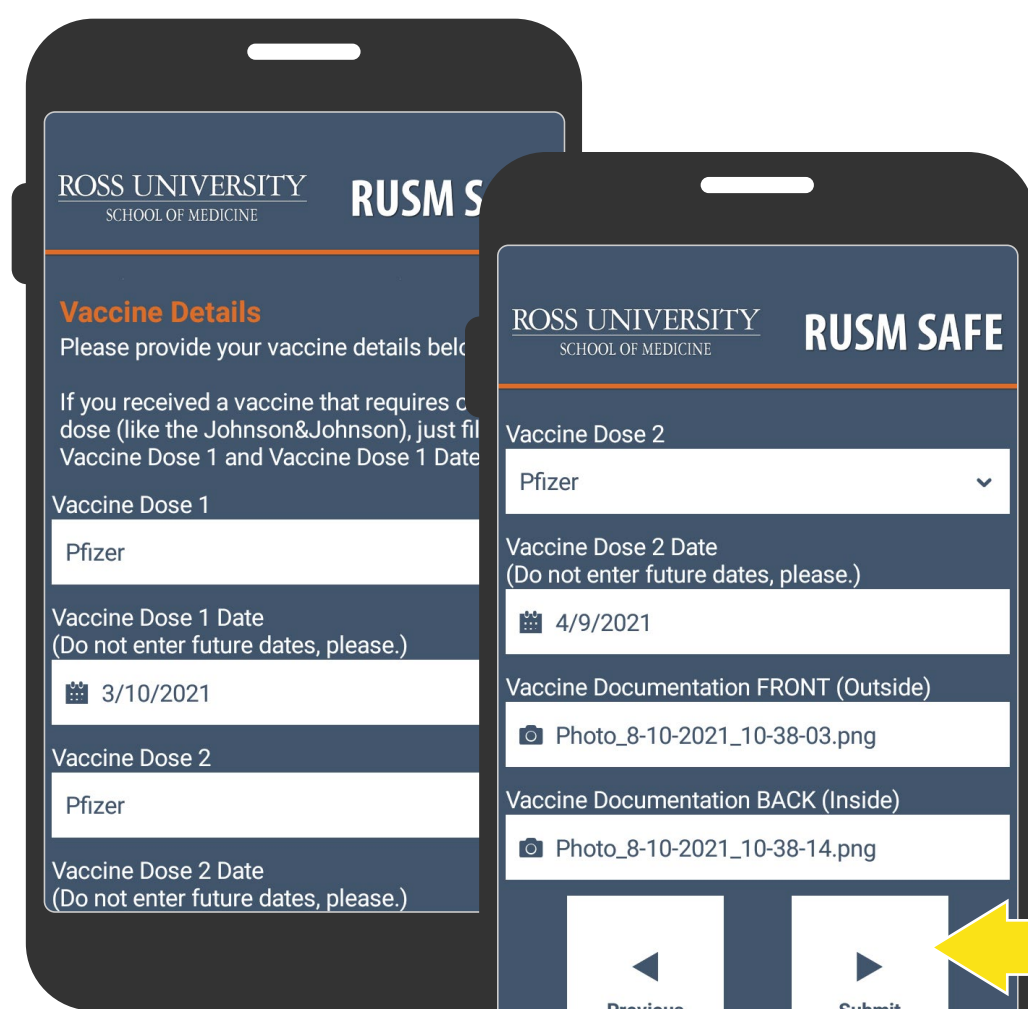
Step 6
Confirm that your first name, last name, ID#, email address, phone number, country and/or state where you reside is correct.



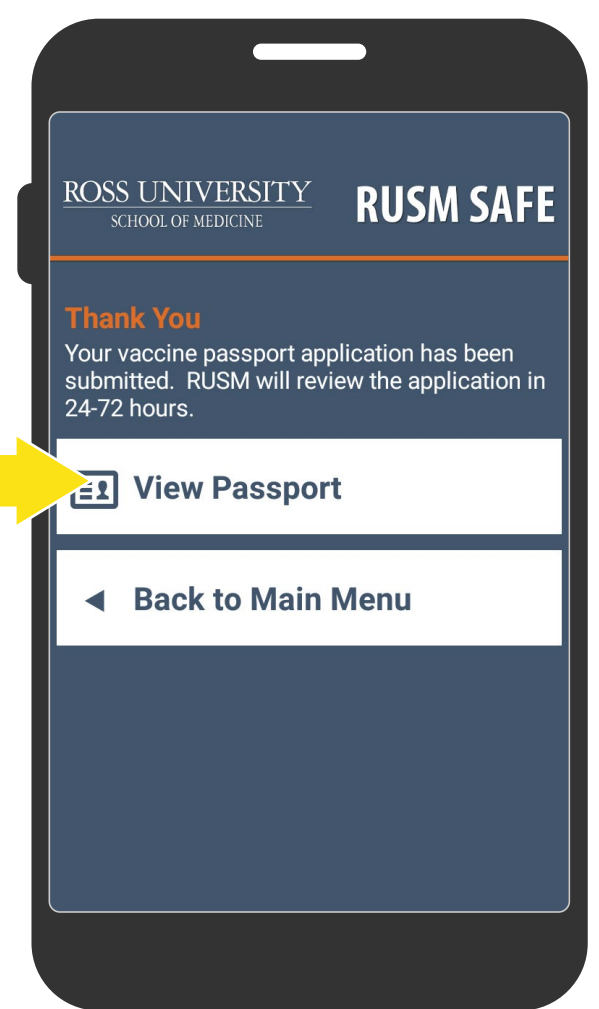
Step 7
Read the statement, and if you agree, you will need to check the consent box and select **Next**.



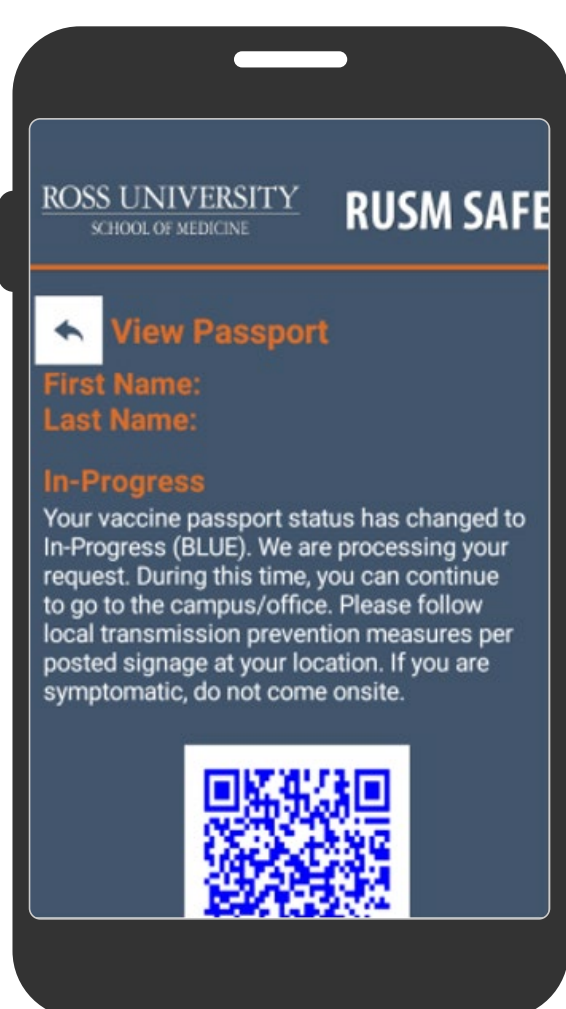
Step 8
Provide your vaccination status from the drop-down menu (Yes/No/I've had one dose & pending 2nd dose) and select **Next**.



Step 9
Provide your **Vaccine Dose 1** type and the year, month, and day it was administered from drop-down fields. If you received the J&J vaccine, you'll only need to provide information and documentation for Vaccine Dose 1. If you received a vaccine other than J&J, you'll also need to scroll down to provide your **Vaccine Dose 2** type and the year, month, and day it was administered from drop-down fields. When you're finished providing your dose information and adding a photo of the documentation, select **Submit**.



Step 10
After submitting your vaccine record, you can select **View Passport** to view your status, which defaults to a blue QR code for **In Progress**.



Step 11
The color of the QR code in the **View Passport** section will indicate your current vaccine passport status and include your first/last name.



If your submission was approved, your QR code status will be green.



If your submission was denied, your QR code status will be red.

If your status is denied, contact askSecurity@Adtalem.com for more information.