**Vaccination Exemption Certificate**

If you have a **vaccination exemption certificate** that you want to upload for your child, please follow the following instructions to do so:

First scan your copy of the front and back and save it as a .jpg or .pdf file.

Log into your account and go to the **Additional Options** Menu. Click on **Document Center** in the dropdown menu.

Under Camper Forms select the Upload icon to the right of the Vaccination Exemption Certificate link. Choose the individual and click the select button.

On the resulting page, you will be asked to confirm the details for this document and select the document. Use the select field to find the file on your computer, tablet or smartphone. Once you have selected your file, click the Upload Document button.

You will receive a message that your action was completed successfully once the file uploads.

Thank you!