Requesting an Exemption

Instructions for Students requesting an exemption from the COVID-19 vaccine mandate.
Board Policy 3507 states the type of exemptions that are considered.

- Students and employees are required to be fully vaccinated against COVID-19 unless approved as exempt due to verified medical or religious reasons. Those who do not receive a COVID-19 vaccination may be subject to other safety measures.

Administrative Procedure 3507 defines the exemption categories.

- **Exemptions**: A student or employee may be excused from the vaccine requirement through one of the categories below. A person who is granted an exemption may be required to adhere to other safety measures for the health and safety of the campus community.

  - **Medical Exemption**: due to a medical (including mental health) condition for which an approved vaccine presents a significant risk of a serious adverse reaction. The District may ask for proof of a medical exemption to be verified by a certified or licensed healthcare professional.

  - **Religious Exemption**: due to either (i) a person’s sincerely held religious belief, observance, or practice, which includes any traditionally recognized religion, or (ii) beliefs, observances, or practices which an individual sincerely holds and that occupy a place of importance in that individual's life, comparable to that of traditionally recognized religions.
Exemption Request Process for Students

Students may request consideration for exemption – medical or religious. Forms for each type of exemption are published on the Ohlone Student Services web page. Exemptions are submitted to the Vice President of Student Services Office through the email address: studentservices@ohlone.edu.

Exemption Request Process for Students

1. Identify reason for not upload vaccination documentation.
   - Not started the vaccination process.
   - Medical reason for not being vaccinated
   - Religious reason for not being vaccinated

2. Next Steps
   - Begin vaccine regimen ASAP; Student should consult with your faculty about missing classes until fully vaccinated
   - Submit a Medical Exemption Request
   - Submit a Religious Exemption Request
Exemption requests are an accommodation request by the student as outlined in AP 3507:

**Accommodations.** The District will provide an individualized interactive process to identify appropriate accommodations for individuals claiming an exemption. Accommodations may involve adjustments to job duties, remote work or learning, isolation of individuals in certain campus locations, limiting of interactions, and other safety measures.

A student’s Exemption Request will be reviewed by a panel who will engage the student in an interactive discussion.

The process for scheduling and attending an interactive discussion are described here.

1. The VPSS Office will schedule an appointment with the students within 7 business days of their request submission. **Check your student email!**
2. Students will have the opportunity to present their request to the panel; the panel may ask clarifying questions.
3. A decision will be issued by the panel in writing within 2-3 business days.
4. Decision letters will be emailed to students and include the following information: decision of the panel, accommodation approved, and other safety measures required.