



COVID-19 IMMUNIZATION EXEMPTION/EXTENSION REQUEST FORM

Last name	First name	DOB (month day year)	R-Number
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I request an exemption from the immunization requirement(s) for the following reason:

1. MEDICAL EXEMPTION:

- A statement from a doctor explaining the medical contraindication is required for a medical exemption, including the time period for which the exemption is valid.
- Medical Exemptions will be reviewed annually and employees who no longer have a valid or documented medical reason for the exemption should immediately notify OHR and will be required to update the necessary documentation.

MEDICAL REASON: Reason and time period must be explained by physician. Please explain:

Healthcare Provider Signature: _____ Date: _____

2. RELIGIOUS EXEMPTION:

- A written statement is required from the employee explaining the conflict with religious beliefs for a religious exemption. A religious exemption is not the same as a philosophical, moral or conscientious exemption.

RELIGIOUS REASON: Receipt of vaccination and immunization would conflict with employee's sincere religious beliefs. Please explain (*Must be explained by employee, and additional information and/or documentation about your religious practice(s) or belief(s) may be requested*).

3. EXTENSION OF IMMUNIZATION DATE

I request an extension of the date to comply with the immunization requirement(s) for the following reason:

- I just returned from overseas on _____ (provide date) and need additional time to schedule immunization.
- Other: Please explain (*Must be explained by employee, and additional information and/or documentation may be requested*).

- 4. **IMPORTANT NOTE:** In the event of a contagious outbreak in an employee’s work area, an employee who has been exempted or provided an extension from immunization may be temporarily relocated to another area on campus or if necessary, may not be allowed to remain on campus until the outbreak is declared over.
- 5. **IMPORTANT NOTE:** Exemption and extension requests are evaluated on a case-by-case basis and are not automatic. You will be notified by email once your request has been approved/denied.
- 6. **IMPORTANT NOTE:** An employee who is granted an exemption or an extension, and is not otherwise vaccinated but is permitted in/on any College property, must comply with College health and safety protocols (i.e., wear facial covering, maintain physical distancing where possible, frequently wash and/or sanitize hands, complete the daily Health Pledge, submit to COVID-19 testing as needed/required by the College, and cooperate with College and health professionals for contact tracing).

CERTIFICATION

I certify that all of the statements made in support of this request for exemption/extension are true, correct and complete, to the best of my knowledge, and are made in good faith. I understand that misinformation or misrepresentation may result in denial of my request and disciplinary action.

Employee Signature: _____ Date: _____

This form, and all supporting documentation, should be submitted to rcnjcovidvax@ramapo.edu