Immunization Submission & Exemption Guides

Nevada State University requires proof of the immunizations listed below. To view the full policy, visit Academic Policy No. 2 - Operations, Ch. 12

A. TD or Tdap (tetanus & diphtheria) – One dose within the last 10 years
B. MMR (measles, mumps, rubella) – Two doses
C. Meningitis (ACWY) – Required for students aged 22 and younger, with a dose administered at age 16 or older

Submission & Exemption Request Guides

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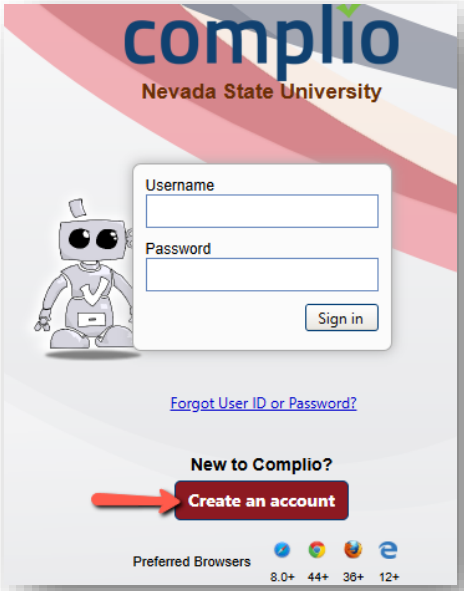
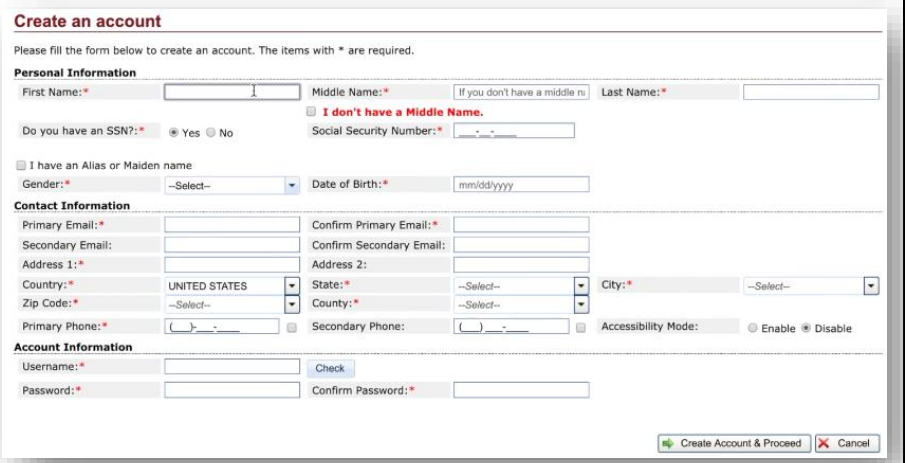
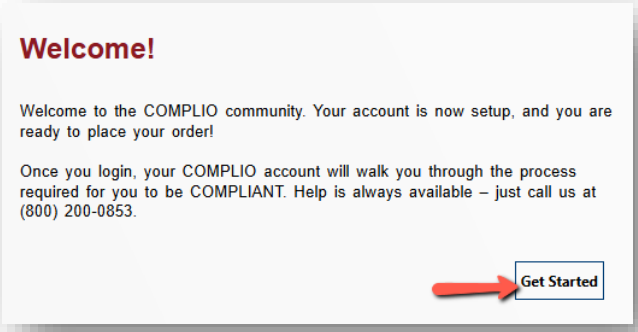
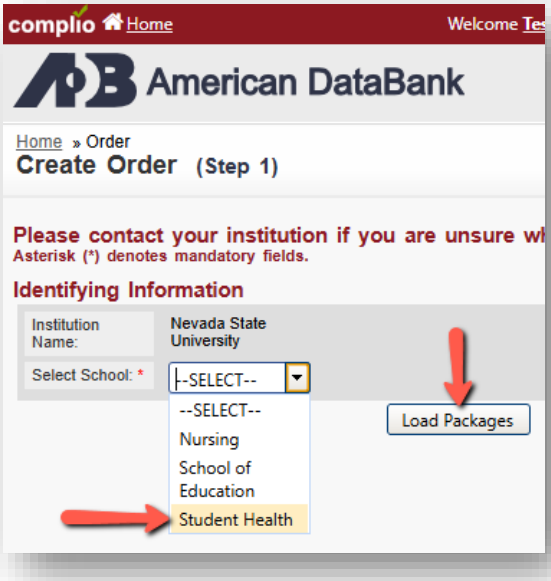
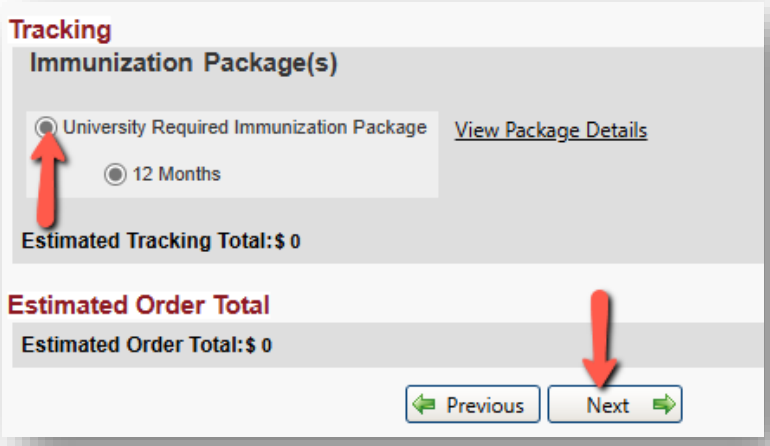
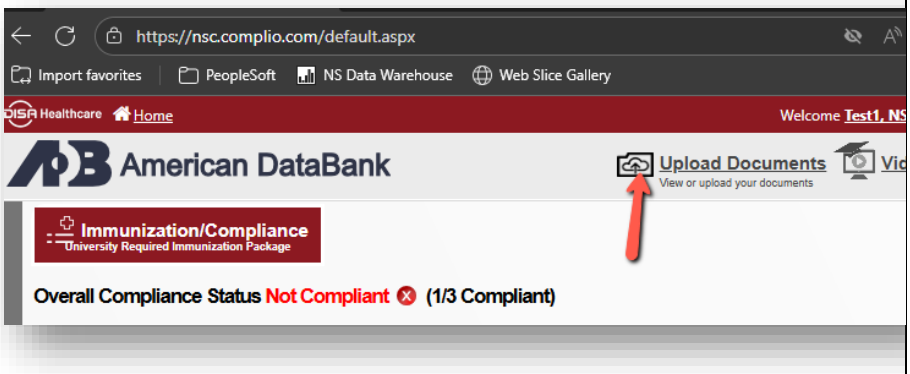
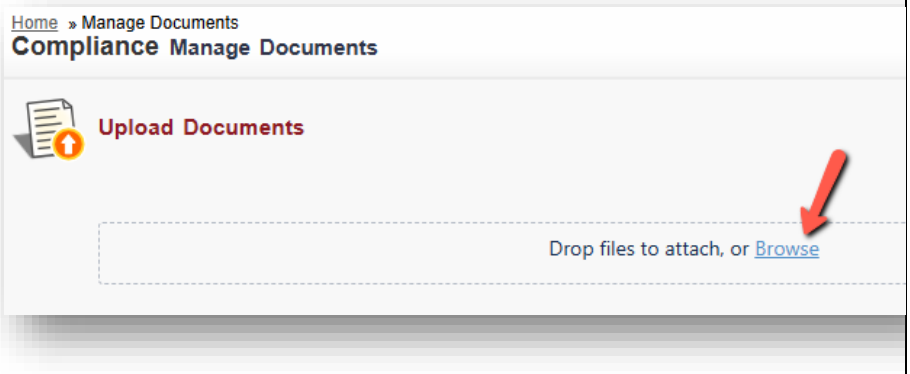
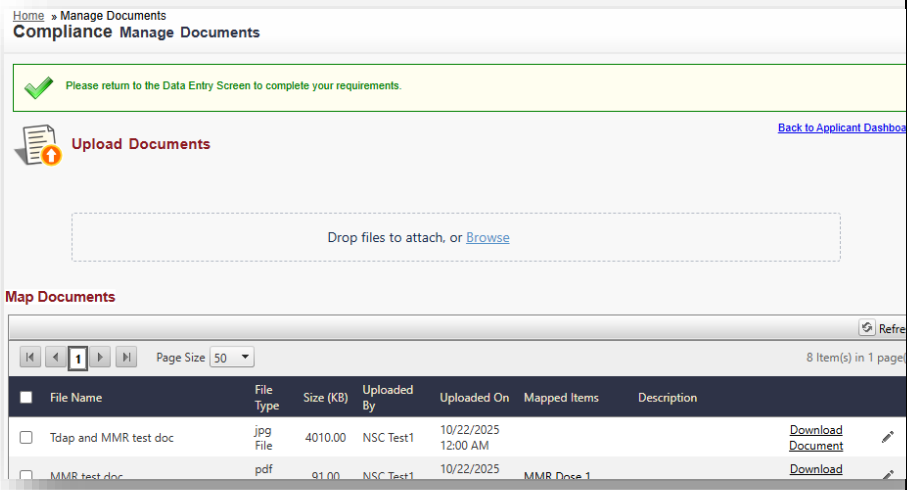
Updated: October 2025

Submit Immunizations Records

STEP	ACTION
1.	Create your NSU Complio account (nsc.complio.com). 
2.	Enter your -Personal Information -Contact Information -Create a Username -Create a Password 
3.	Check your Primary Email to verify your NSU Complio account.

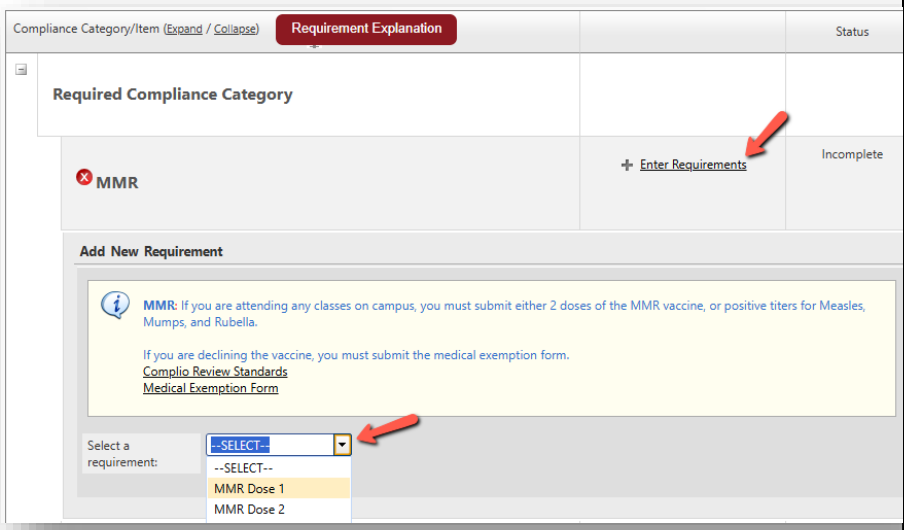
4.	Once logged in, select **Get Started** from the Welcome page. For a step-by-step video guide, click here.	
5.	From *Select School* dropdown menu, select **Student Health** Then click **Load Packages**	
6.	Under *Tracking> Immunization Packages*, select **University Required Immunization Package**. Then click **Next**	

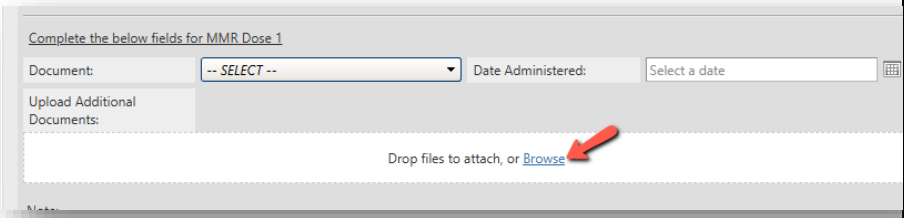
7.	Review your personal information, enter your NSHE ID, and click **Next**
8.	Review and sign the *Terms of Use* and *Disclosure* forms for Complio
9.	Upload immunization documents (link to video guide)   

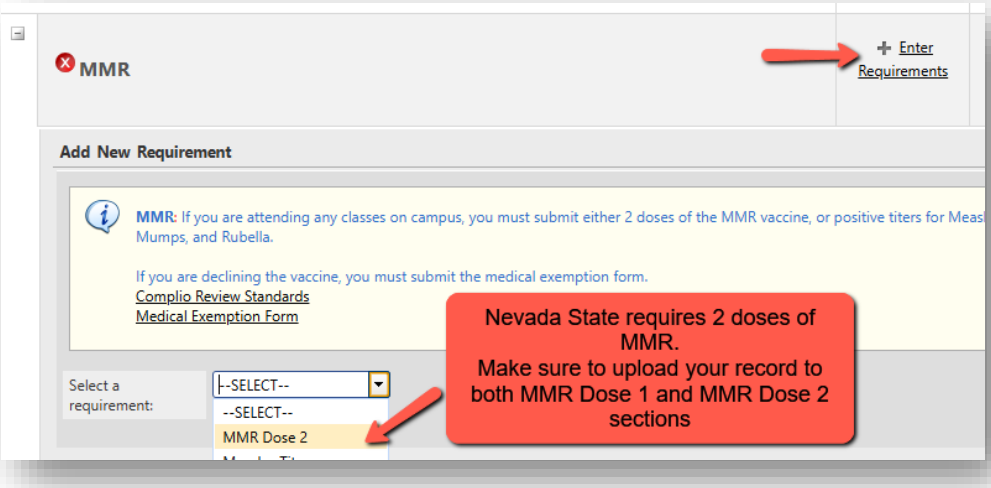
10.

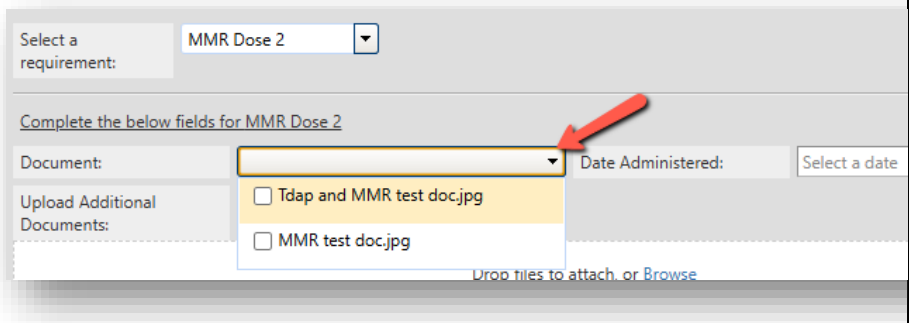
Assign your immunization documents for each required item:

- Tdap – 1 dose within the last 10 years
- MMR – 2 doses
- Meningitis (ACWY) *if you are current age 22 or younger* – administered <u>at age 16 or older</u>

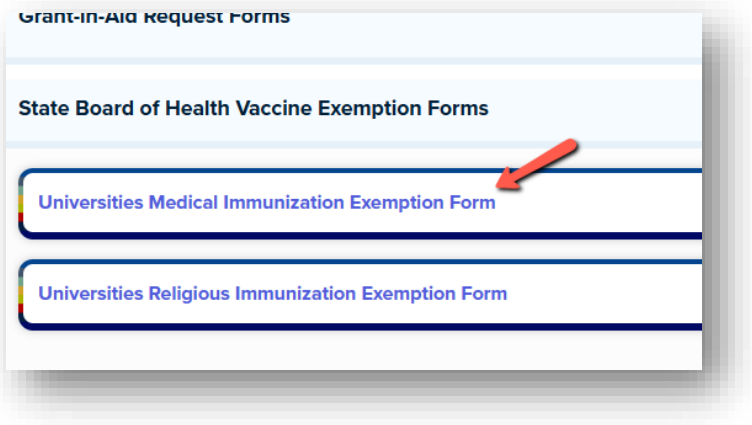
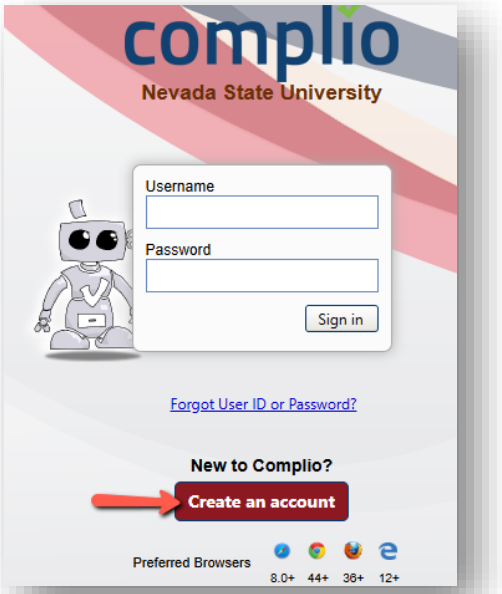


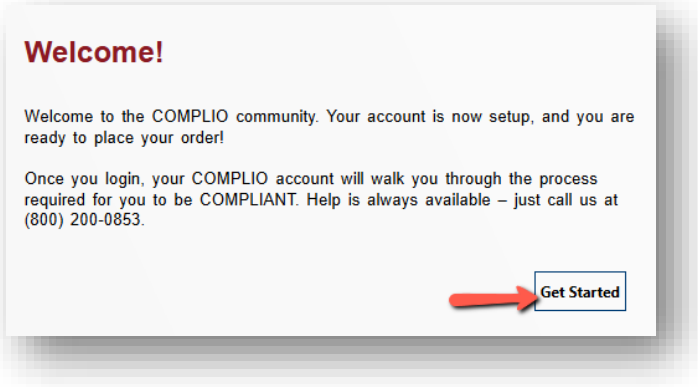
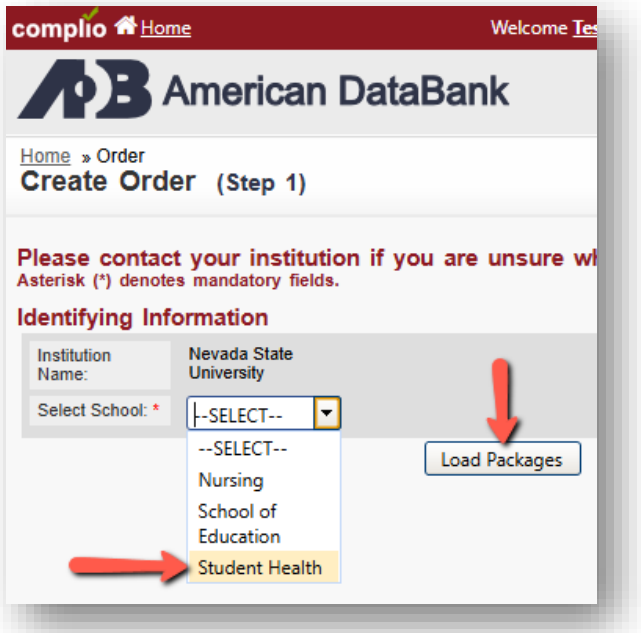
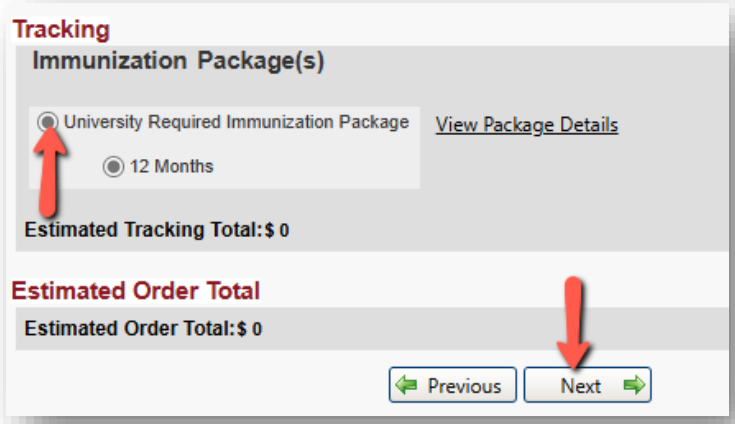


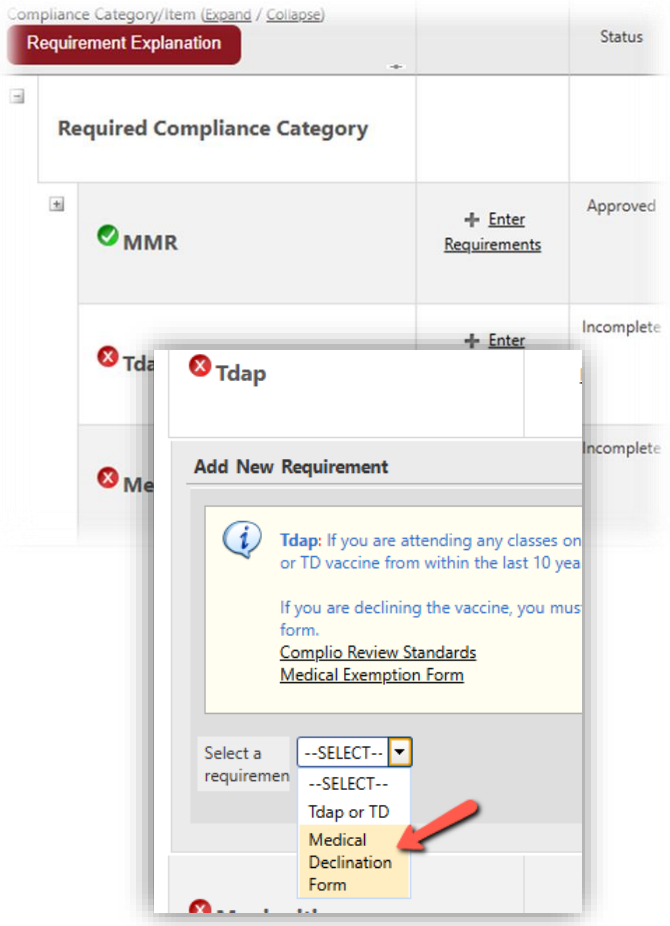


11.	**Tip:** If all vaccinations are listed on the same document, you may assign the document to multiple categories. *If you need help uploading documents, contact Complio at 1-800-200-0853 or support@americandatabank.com*. 
12.	Allow 2-3 business days for review and processing. Check the email used for your Complio account for updates.

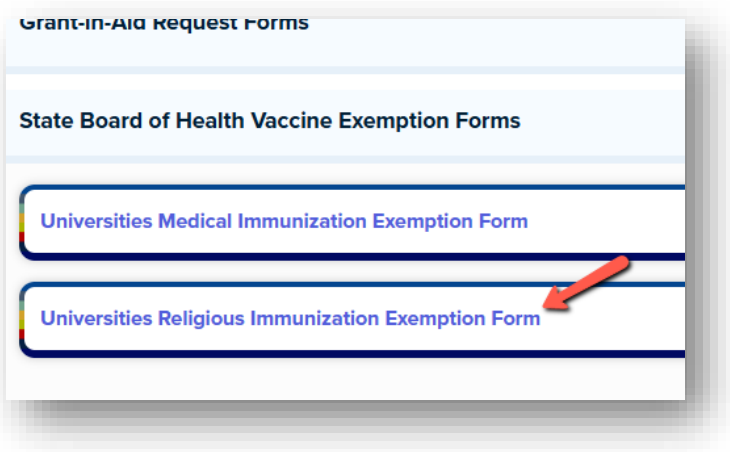
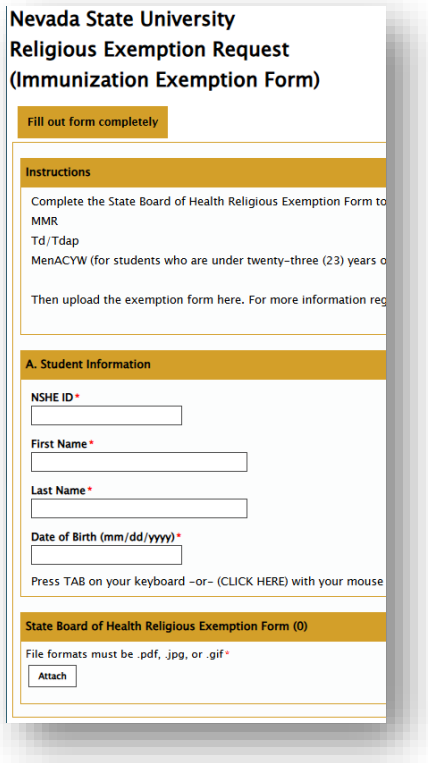
Request for Medical Exemption

STEP	ACTION
1.	Download and complete the Universities Medical Immunization Exemption form from the NV State Board of Health. 
2.	Create your NSU Complio account (nsc.complio.com). 

3.	Once logged in, select **Get Started** from the Welcome page. For a step-by-step video guide, click here.	
4.	From *Select School* dropdown menu, select **Student Health** Then click **Load Packages**	
5.	Under *Tracking> Immunization Packages*, select **University Required Immunization Package**. Then click **Next**	

6.	Review your personal information, enter your NSHE ID, and then click **Next**
7.	Review and sign the *Terms of Use* and *Disclosure* forms for Complio
8.	Upload the State Board of Health Vaccine Exemption form (link to video guide) for each required item: • Tdap – One dose within the last 10 years • MMR – Two doses • Meningitis (ACWY) if you are current age 22 or younger – administered at age 16 or older *If you need help uploading documents, contact Complio at 1-800-200-0853 or support@americandatabank.com.* 
9.	Allow 3 business days for review and processing. Check the email used for your Complio account for updates.

Request for Religious Exemption

STEP	ACTION
1.	Download and complete the State Board of Health Universities Religious Immunization Exemption Form. 
2.	Complete the NSU's Religious Exemption e-form. Attach your completed State Board of Health Vaccine exemption form. Then submit the e-form. 
3.	• **Processing Time:** 3-5 business days • **Notification:** Students will receive a notification through their student email (FirstName.LastName@students.nevadastate.edu)