



Dear CSUSM employees,

As many of you prepare to return to campus next week, we are encouraging as many individuals as possible to document your vaccination status (or request exemption) by Friday, Aug. 27.

Although the deadline for nonrepresented staff to comply with the COVID-19 Vaccination Interim Policy is Sept. 30, **we are striving for 100% participation by all employees by Friday, Aug. 27.**

Please take a moment now either to follow the steps below and submit your proof of vaccination/exemption request OR make an appointment/plan to get vaccinated. Everyone who has submitted as of Friday, Aug. 27 will be eligible to participate in a drawing for a CSUSM Bookstore voucher!

How to Submit Proof of Vaccination/Request an Exemption

All employees can submit their proof of vaccination or submit an exemption request through the same form as part of the [Employee Vaccine Certification Program \(VCP\)](#). Employees will have the option to:

- attest and submit proof of vaccination, or
- request a medical exemption and upload a physician's note, or
- request a religious exemption and attest to a sincerely held religious belief, or
- verify that employment status has been approved for 100% remote work for the fall semester (this will be confirmed with management and HR).

The VCP can be accessed through the [CSUSM mobile app](#) (under the COVID Resources icon) or through the [CSUSM as One website](#).

Details for Represented and Unrepresented Employees

Nonrepresented staff (MPPs and confidential employees) with an approved exemption and those who are not yet fully vaccinated will be required to participate in the weekly [mandatory testing program](#) beginning their first week on campus.

We encourage all represented staff to submit proof of vaccination voluntarily. Please remember that employees in APC, CFA, CSUEU, SUPA, Teamsters, Unit 1 (UAPD) and Unit 11 (UAW) with an approved exemption and those who have not submitted proof of vaccination will be required to participate in the weekly mandatory testing program beginning their first week on campus.

We encourage all other represented staff with an approved exemption and those who have not submitted proof of vaccination to participate in weekly testing voluntarily as well.

Find a Vaccine Near You

Use [Vaccines.gov](#) to find a location near you, then call or visit their website to make an appointment.

Vaccines and the Immunocompromised

The CDC now recommends that people whose immune systems are compromised moderately to severely should receive an additional dose of mRNA COVID-19 vaccine after an initial two-dose series. Widespread vaccination is a critical tool to help stop the pandemic. Visit the [CDC's webpage to learn more](#).

Thank You

As part of our shared care and responsibility to our campus and extended community, we appreciate you taking the time to take these next steps promptly.

If you have questions, you are welcome to reach out to the Office of Human Resources at hr@csusm.edu or csusmasone@csusm.edu.

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