



Dear Entering Student,

Congratulations on your admission. Welcome to the University of Rochester!

As an entering part-time student, you must meet certain health requirements before arriving on campus. Students born on or after 1/1/57 must complete the immunization requirements mandated by New York State law or be withdrawn from school no later than 30 days after the start of classes. To assure that your health record is accurate, please complete the enclosed immunization form carefully.

A one-time processing fee of \$30 (check payable to University Health Service) is due with submission of your immunization form. Your completed form, with check attached should be submitted to University Health Service as soon as possible. You will be notified by mail of incomplete information.

Forms submitted late or incomplete - regardless of reason - create additional work and result in extra cost. Therefore, a late fee will be assessed to your term bill if the requirements are not met. There is no waiver of a late fee. You may choose to schedule an appointment at University Health Service to complete your immunization requirement. Fees for services provided can be charged to your term bill, billed to a credit card or paid by check at the time of service.

Please help us by sending your records early and assure that all instructions have been followed. If you have questions, please call our office at (585) 275-0697.

Sincerely,

A handwritten signature in black ink that reads "Ralph A. Manchester".

Ralph A. Manchester, MD
Director, University Health Service

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