



**POLICY TITLE**

***Immunization Requirements for Distance Education Students***

**POLICY NUMBER**

***2-005***

<b>Responsible Unit:</b> <i>Office of E-Learning</i>	<b>Effective Date:</b> <i>07/01/2019</i>
<b>Responsible Official:</b> <i>Senior Associate Vice Chancellor for Academic Affairs</i>	<b>Last Reviewed Date:</b>
<b>Policy Classification:</b> <i>Enrollment Management</i>	<b>Origination Date:</b> <i>06/22/2018</i>

**I. POLICY STATEMENT AND RATIONALE**

The purpose of this policy is to clarify and establish the requirement of immunization records for students enrolled in distance education courses, and specify the exceptions thereto. LA Rev Stat 17:170.1 A (1-4), C (4) (2017) *Immunizations of person registering for courses at postsecondary education institutions requirements; exceptions; electronic transmission of immunization compliance reports* provides in relevant part that any person whose course registration is limited to correspondence courses, online courses or any other courses that do not require meeting physically on campus at the postsecondary education institution for any reason or at any time is exempted from the requirement of submitting evidence of immunization as a condition of registration. A distance education student who subsequently enrolls for courses that meet on the campus must provide satisfactory evidence of the current immunization against meningococcal disease as a condition of registration.

The stated policy will exempt students admitted to the distance education programs from the requirement of submitting the immunization evidence at time of admission but will require submission of the immunization record prior to enrolling in a course offered on the main campus.

**II. POLICY SCOPE AND AUDIENCE**

This policy will apply to every student admitted to any distance education program at the institution effective for academic year 2019-2020 and thereafter, and retroactive to Fall 2006 per the requirements of the statute.

### **III. POLICY COMPLIANCE**

A student who complies with the policy is unaffected. A distance education student who subsequently enrolls in a course on campus without submitting the immunization evidence is noncompliant and registration may be suspended. The same rules for non-compliance that are applied to on campus students, will be applied in this instance.

### **IV. POLICY DEFINITIONS**

There are no unusual definitions or terms applicable to this proposed policy.

### **V. POLICY IMPLEMENTATION PROCEDURES**

The policy can be implemented by providing official notice of the requirements through the normal university channels for dissemination of similar admissions and registration requirements.

### **VI. POLICY RELATED INFORMATION**

The related information can be found at:

1. LA Rev Stat 17:170.1 (2017)

### **VII. POLICY HISTORY AND REVIEW CYCLE**

This is a new policy for distance education students.

### **VIII. POLICY URL**

*This section identifies the Southern University System website where the system policies are archived – [www.sus.edu](http://www.sus.edu).*

### **IX. POLICY APPROVAL**

*This section identifies the appropriate approval official(s).*

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***Ray L. Belton, Ph.D.***  
*President-Chancellor, Southern University and A&M College System*

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***Effective Date of Policy***

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***The Honorable Domoine Rutledge***  
*Chair - Southern University System Board of Supervisors*

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***Effective Date of Policy***