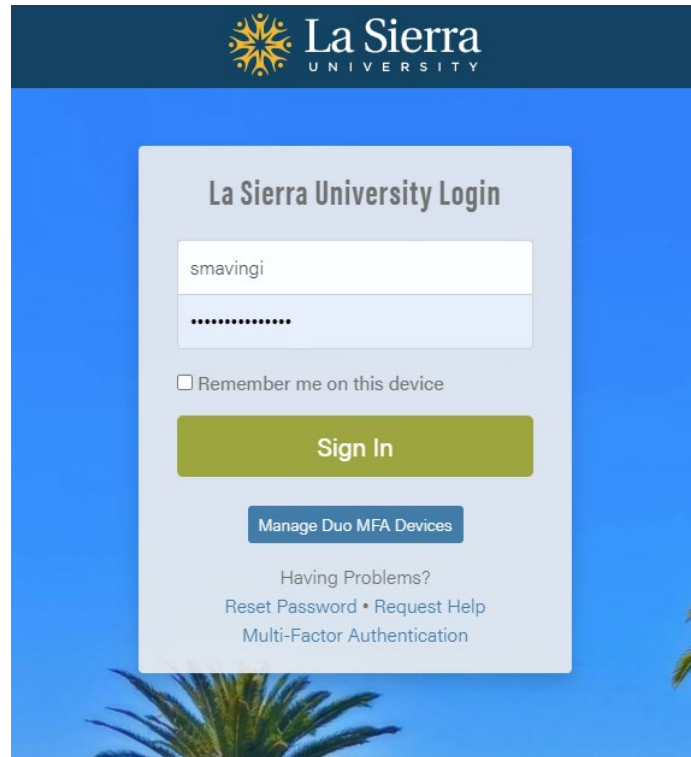
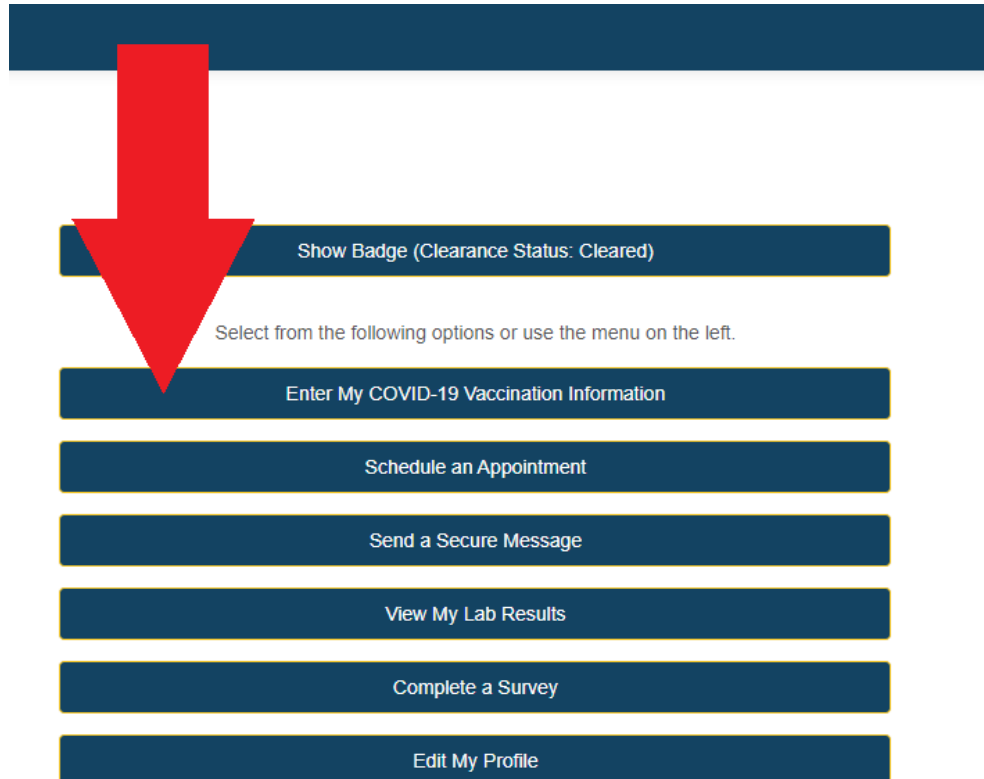


How to Upload Your COVID-19 Vaccine Information in the Patient Portal

1. Visit pncweb.lasierra.edu and sign in, like you would to your university email:



2. On the portal docking page, navigate to the “Enter My COVID-19 Vaccination” button:



ave successfully logged in!

3. In the window that opens, upload your records (arrow 1), and enter the information for the dates (arrow 2) and vaccine manufacturer (arrow 3) as documented on your COVID-19 vaccination card/record:

The screenshot shows a web form titled "COVID 19" with a close button (X) in the top right corner. Below the title is a light blue instruction bar: "Add your COVID-19 immunization information below." The form is divided into two main sections. The first section, "COVID-19 Vaccination Card Upload", contains a green "Upload" button (labeled with a red arrow 1) and the text "Please upload a copy of your vaccination card". The second section, "Doses of Covid-19 Vaccine", contains two rows of input fields. The first row has "Date 1" (labeled with a red arrow 2) set to "4/5/2021" and "Vaccine1" (labeled with a red arrow 3) set to "Pfizer CoVmRNA (COVID Pfizer)". The second row has "Date 2" (labeled with a red arrow 2) set to "5/3/2021" and "Vaccine2" (labeled with a red arrow 3) set to "Pfizer CoVmRNA (COVID Pfizer)". At the bottom right of the form are "Cancel" and "Done" buttons (labeled with a red arrow 4).

When you are done, click on “Done” (arrow 4).

If you have any questions, or experience any issues with this process, please contact Student Wellness Services via email (wellness@lasierra.edu).