



**To: All Spring 2022 Chaffey Community College District Students**

**From: Dr. Henry D. Shannon** *Henry D. Shannon*  
**Superintendent/President, Chaffey Community College District**

**Cc: Chaffey Community College District Executive Team**

**Date: October 18, 2021**

**Re: Student Spring 2022 Mandatory COVID-19 Vaccination Implementation Plan**

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On August 17, 2021, the Chaffey Community College District Governing Board unanimously passed Resolution 81721 (COVID-19 Vaccine Mandate) and Board Policy 3507 (COVID-19 Vaccination Requirement), which directed District Administration to promptly develop and implement a mandatory COVID-19 vaccination plan.

Based on the authority granted to the Chaffey Administration by the Board through Board Resolution 81721 and Board Policy 3507, and through the emergency powers granted to me in March 2020, the following is the Chaffey Community College District Student Spring 2022 Mandatory COVID-19 Vaccination Implementation Plan:

### **Student Spring 2022 Mandatory COVID-19 Vaccine Implementation Plan**

1. Chaffey students enrolling in and taking in-person or hybrid courses, participating in athletics, participating in onsite or off-site apprenticeships, internships, cooperative education, and clinicals, and participating in in-person Chaffey College programming (e.g., field trips or events) in the spring 2022 semester must submit valid documentation of “full” COVID-19 vaccination through the District-established process.

**Submission of proof of full COVID-19 vaccination is a prerequisite/condition of enrollment for spring 2022 in-person or hybrid courses, students participating in athletics, students participating in onsite or off-site apprenticeships, internships, cooperative education, and clinicals, and individuals participating in in-person Chaffey College programming (e.g., field trips or events).**

2. Chaffey students who wish to use Chaffey in-person services or access in-person instruction must submit proof of vaccination through the [MyChaffey Portal](#). Chaffey students who have not submitted proof of full COVID-19 vaccination cannot use Chaffey in-person services or access in-person instruction and will be directed to virtual services and instruction instead.
3. For the purpose of this Plan, fully vaccinated for COVID-19 is defined as completion of a two-dose mRNA series (Pfizer or Moderna) or single dose of Johnson & Johnson’s Janssen vaccine.

4. Valid documentation of “full” COVID-19 vaccination means the following: the completed Center for Disease Control Vaccination Record card issued as part of the COVID-19 vaccination process. Those who have misplaced their Center for Disease Control Vaccination Record card should first check back with the clinic, pharmacy, or hospital where they received the immunization, as they may have a record. If that isn’t an option, the CDC recommends visiting the state health department's immunization information system, which may maintain vaccination records or information.
5. Students shall submit their proof of full vaccination, as defined above, through the Chaffey College Student Portal, which can be accessed through the [MyChaffey Log In](#).
6. Any students who have already submitted proof of full vaccination to [HRDocs@chaffey.edu](mailto:HRDocs@chaffey.edu), through [MyChaffey Log In](#), or to Human Resources do not need to resubmit documentation. Students who submitted proof of full vaccination during the fall 2021 semester do not need to resubmit their proof of vaccination.
7. Adherence to this Student Mandatory COVID-19 Vaccination Implementation Plan is required. Failure to adhere to this Student Mandatory COVID-19 Vaccination Implementation Plan is a violation of the Standards of Student Conduct and may result in appropriate disciplinary action, up to and including a long-term suspension from the District.
8. Students in need of an exemption/accommodation from this Mandatory COVID-19 Vaccine Implementation Plan due to a medical reason or because of a sincerely held religious belief must request an accommodation by submitting an Exemption Request form. Exemption Request forms can be accessed at <https://www.chaffey.edu/coronavirus/exemption-forms.php>.  
  
Determinations of reasonable accommodations are made on a case-by-case basis. An accommodation is not reasonable if, among other things, it would result in a fundamental alteration of the academic program, impose an undue financial or administrative burden on the College, or would result in a significant risk or direct threat to the health or safety others.
9. Pregnant individuals may seek a deferral from the Mandatory COVID-19 vaccine requirement through the duration of their pregnancy by completing and submitting a COVID-19 Deferral Form, which can be found at <https://www.chaffey.edu/coronavirus/exemption-forms.php>. Pregnant individuals who submit a COVID-19 Deferral Form to Human Resources will be contacted with further direction.
10. The District will continue to adhere to all local, state, and federal guidelines related to COVID-19 safety protocols and will engage in ongoing communication as conditions change.
11. The District will publish a FAQ that addresses questions related to this Student Spring 2022 Mandatory COVID-19 Vaccination Implementation Plan.