

1. Go to medproctor.com and click 'Register' at the top right corner

2. Type in your institution-assigned email address

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3. Create a password and type in your date of birth

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4. Fill out the Personal Information and Emergency Contact pages





Emergency Contact Information

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Last Hame *	Account	
Relationship *	Falser -	
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Primary Phone *	1112223838	
Secondary Phone		
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## 5. Sign the End User License Agreement

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6. If you do not have your own form and wish to download the Med+Proctor immunization form to give to your healthcare provider to fill out, click 'Immunization Certificate' to download and print out the form. If your institution requires a physical exam form to be submitted, it will be included in the download.

Otherwise, if you have your own form to upload, select the document type, then click

'Choose files' to upload your immunization form and click 'Continue'

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7. Now you are done until your document is reviewed. Processing time is 24-72 hours. You will receive a message once your account is verified. Or, if you are missing immunization requirements, you will receive a message letting you know of the missing requirement. You can check the status of your account by clicking 'Status' at the top right corner of your account. You can also check messages by clicking 'Messages' at the top.

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If you have questions regarding your Med+Proctor account, you can email us at <u>help@medproctor.com</u> for assistance or you can start a live chat to chat with one of our support agents.