

**VASSAR COLLEGE**  
**COVID-19 VACCINATION POLICY**

**Effective August 27, 2021**

In support of Vassar College's commitment to health and safety for all members of its community, the College will, with limited exceptions set forth in this policy, require all employees, including faculty, who will live, study or work (as applicable) on campus during the 2021-2022 Academic Year to be fully vaccinated with an approved COVID-19 vaccine as described below.

Broad vaccination is critical to help stop the COVID-19 pandemic and to protect our community.

***Vaccination Record and Health Requirements***

Proof of completed and current COVID-19 vaccination will be required by September 24, 2021 for all employees, including faculty, who will work on campus at any time during the 2021-2022 Academic Year, in each case unless a reasonable accommodation for medical or religious reasons is approved as described below. Proof of at least a first dose of COVID-19 vaccination will be required by August 27, 2021, in each case unless a reasonable accommodation for medical, or religious reasons is approved as described below. Employees not in compliance with this policy will be referred to Human Resources for corrective action, up to and including termination.

Any vaccine approved by the FDA or authorized by the FDA for emergency use in the U.S. (currently Moderna, Pfizer, and Johnson & Johnson) is acceptable for purposes of this policy. For purposes of this policy, "completed COVID-19 vaccination" means that two or more weeks have passed since the individual received the final dose (e.g., first for Janssen/Johnson & Johnson, second for Pfizer and Moderna) of the vaccine approved by the FDA or authorized by the FDA for emergency use. Vaccine booster shots as determined to be necessary by the FDA or CDC may also be required in accordance with the most current FDA or CDC recommendations. Under the terms of the Emergency Use Authorization (EUA) the decision to receive a vaccine is voluntary. As noted above however, individuals who exercise their choice and decide not to receive an EUA authorized vaccine will not be able to work, unless an accommodation is sought and granted under this policy.

International faculty or staff who have received COVID-19 vaccines not authorized for use in the United States will be addressed on a case-by-case basis. Individuals arriving in the United States will not be allowed on campus in person for any reason until they are fully vaccinated (i.e. for a period of 2 weeks following the final dose of the COVID-19 vaccination).

***Documentation Requirements***

Acceptable documents serving as evidence of COVID-19 vaccination may include:

1. A CDC COVID-19 Vaccination Record Card or other official documentation authorized by a governmental authority of competent jurisdiction; or
2. Medical records signed by a licensed health care provider indicating vaccine name and dates of administration.

Evidence of vaccination must be submitted by employees to Human Resources via email: [humanresources@vassar.edu](mailto:humanresources@vassar.edu), fax: 845-437-7761 or via mail: Vassar College, Box 712 by no later than August 27, 2021.

### ***Paid Leave for Vaccinations***

New York State law currently entitles employees up to four hours of paid leave per COVID-19 vaccine injection for their own receipt of the vaccine. This will be paid at an employee's regular rate of pay. This is additional paid time and has no impact on other accrued time. Employees are required to:

- Provide their supervisor with a scheduled date/time of vaccination(s), when possible at least 24 hours in advance.
- Clock Out/In, if applicable, during scheduled appointment(s). Supervisors will update College systems to reflect "COVID-19 Leave."
- Submit proof of vaccination to Human Resources as described above. Please do not provide any other medical information.

### ***Potential Accommodations:***

This policy applies to all employees, including faculty, who will live, study or work on campus at any time during the 2021-2022 Academic Year. Employees may request reasonable accommodations to excuse compliance with the policy, in whole or in part, as follows:

1. Employees may be accommodated, including possibly exempted, from the COVID-19 vaccination record requirement if they have a medical condition that would prevent them from receiving the COVID-19 vaccination. Such individuals must provide a written statement from a healthcare provider licensed to practice medicine in the United States or other country of the individual's residence stating that the COVID-19 vaccination would be medically harmful, which provides the reasons for and duration for the exemption request. If the medical condition no longer exists, the individual must then comply with the vaccination record requirement of this policy. The College will evaluate accommodation requests in accordance with guidance from public health authorities, College policy and applicable law. The College will provide reasonable accommodations to those individuals whose medical condition currently does not allow for the COVID-19 vaccination so long as the failure to be immunized (a) will not prevent the individual from fulfilling the essential functions of his/her/their position, (b) does not cause the College undue hardship, and (c) does not pose a direct threat to the health and safety of others. Accommodations are evaluated on a case by case basis. Requests for accommodations on medical grounds should be made by completing the [Medical Exemption/Accommodation Request Form](#) located on the Human Resources website (<https://www.vassar.edu/human-resources/covid-19>) and submitting the completed form to Jovanny Mejia, Benefits Specialist in person or via email: [jmejia@vassar.edu](mailto:jmejia@vassar.edu), fax: 845-437-7761 or via mail: Vassar College, Box 712

2. Employees may be accommodated including possibly exempted from the COVID-19 vaccination record requirement if they provide a written signed statement explaining how COVID-19 vaccination conflicts with their bona fide religious beliefs or practices. A general philosophical or moral objection to vaccination shall not suffice as the basis for exemption on religious grounds. The individual shall be required to acknowledge in writing that the individual was informed of the value of vaccination and has knowingly declined to have COVID-19 vaccination for religious reasons. The College will evaluate accommodation requests in accordance with guidance from public health authorities, College policy and applicable law. The College will provide reasonable accommodations to those individuals whose religious beliefs bar COVID-19 vaccination so long as the failure to be immunized (a) will not prevent the individual from fulfilling the essential functions of his/her/their position, (b) do not cause the College undue hardship, and (c) do not pose a direct threat to the health and safety of others. Accommodations are evaluated on a case by case basis. Requests for accommodations on religious grounds should be made by completing the [Religious Exemption/Accommodation Request Form](#) located on the Human Resources website (<https://www.vassar.edu/human-resources/covid-19>) and submitting the completed form to Jovanny Mejia, Benefits Specialist in person or via email: [jmejia@vassar.edu](mailto:jmejia@vassar.edu), fax: 845-437-7761 or via mail: Vassar College, Box 712

This policy is subject to change based on factors such as the progress of the COVID-19 pandemic, guidance from local, state and federal agencies, and changes in applicable law. Such changes will apply prospectively immediately upon being approved by the College.