As you are aware, the University sent a message on August 25 to faculty and staff A Message to the Campus Community on the Start of the Fall Semester | Coronavirus (upenn.edu)

Requiring Vaccination
The University is requiring all faculty, staff, and postdocs to be fully vaccinated against COVID-19 by October 15, 2021, unless they have an approved medical or religious exemption from the COVID-19 vaccination requirement. This is consistent with the recently revised PDPH guidance for those at colleges and universities. COVID-19 vaccines are safe and effective. Further information can be found here in the CDC guidelines.

You are receiving this message because you have not yet provided a record of your fully vaccinated status in Workday. If you do not comply with the requirements by October 15th, you will be removed from the workplace for up to two weeks without pay. If there is continued noncompliance, you will be considered to have resigned from the University.

An individual is “fully vaccinated” 2 weeks following the second dose of the Pfizer or Moderna vaccines, or 2 weeks following a single dose of the Johnson & Johnson vaccine. Currently, all members of the Penn community who are not yet fully vaccinated must undergo screening testing on campus twice per week until they are fully vaccinated.

To request a medical or religious exemption from the COVID-19 vaccination requirement, begin by downloading the appropriate form:

- University of Pennsylvania Medical Exemption Request Form
- University of Pennsylvania Religious Exemption Request Form

Each form explains the qualifying criteria for exemption and how to complete and submit the request form. Please submit your exemption request as soon as possible, but no later than September 21 to vaxexemptions@upenn.edu or use the secure drop box for Vaccine Exempton Requests in the Franklin Building lobby (3451 Walnut Street).

If the University does not approve your request, you must comply with the University mandate to be fully vaccinated and report the details in Workday by October 15.

You must act now to meet the October 15 deadline. Make plans to get your COVID-19 vaccine today. University vaccine resources can be found here.

If you believe you have received this note in error, please 1) log into Workday, 2) view the vaccination information in your record, and 3) report your current information accurately. Step-by-step instructions are in the Self Service: Enter Vaccination Information tip sheet. If you have questions on the Workday process, please contact the Penn Employee Solution Center at (215) 898-7372 or solutioncenter@upenn.edu.

For current information on the vaccination requirement, getting vaccinated, testing, and other public health guidance, please visit Penn’s COVID-19 Response website. Please contact the COVID Resource Call Center at covidresource@upenn.edu or (215) 573-7096 with questions.
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