

How to submit your Health Clinical Clearance to Health and Wellness Center (H&WC)

H&WC will only be accepting your clinical clearance forms through the Student Health Portal.

- Do not drop off, fax, or mail your documents to our office.
- Only submit the health forms and pertaining documents to the H&WC.
- You do not need to submit your drug screen/criminal background results.
- If you do not have a scanner, you may submit a **clear** picture of the **full page**.
- CPR card, medical insurance card, photo ID can be submitted to your clinical instructor on the first class meeting.

To access Student Health Portal:

1. Log into **WP Connect**
2. Go to **Student** and scroll down to **Campus Life**
3. Click on **Student Health Portal**
4. Put in your *date of birth* and press "**Proceed**"
5. You are now in the Home page of the Student Health Portal

To submit your clinical clearance forms or send a message to the Health and Wellness Center:

1. At the Home page, click **Message** on the left side of the screen.
2. Press **New Message**
3. Choose/click "*My message is regarding my clinical clearance,*" then press **Continue**
4. Press **Add Attachment** to upload your health forms. You may write a message in the box provided.
5. When you are ready to send, press **Send**.

H&WC will communicate with you through the portal regarding your clearance status. Please check the portal frequently.

You can check your clinical clearance status from WP Connect -> Student -> Academic Services -> Nursing Clinical Status.

If you have any questions, contact Susan Lee at lees69@wpunj.edu.