

# SUBMITTING YOUR BOOSTER DOSE INFORMATION IN THE WVU COVID-19 VACCINE VERIFICATION SYSTEM

1. You will submit your booster dose information in the **WVU COVID-19 Vaccine Verification System** via **StarRez** (WVU's housing portal): [myhousing.wvu.edu](https://myhousing.wvu.edu).

2. Click the **Login** button in the upper righthand corner of the screen. WVU login credentials and a WVUID number are required to complete the form. You can claim your account, reset your password or find your WVUID number at [login.wvu.edu](https://login.wvu.edu).

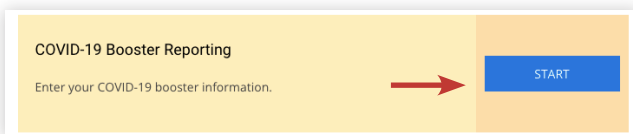


3. After logging into **StarRez**, select the **COVID-19** link at the top of the screen.

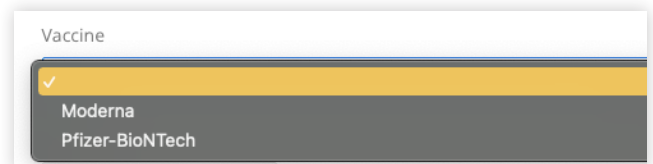


**Note:** If you are viewing this page on a phone or tablet, click the hamburger menu and then select COVID-19.

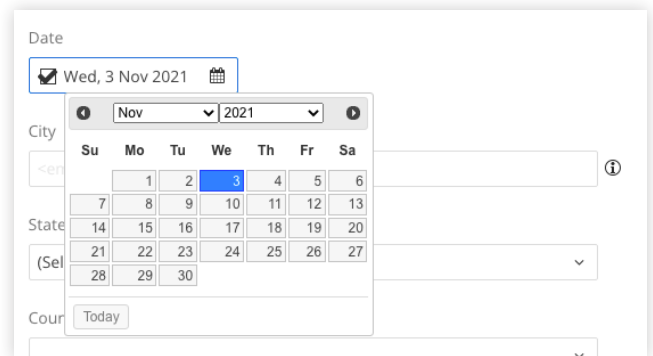
4. Click the **START** button in the **COVID-19 Booster Reporting** section of the page.



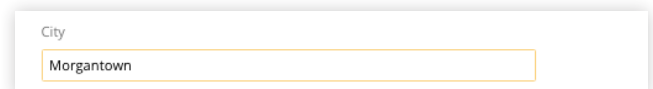
5. On the **COVID-19 Vaccination Booster** page, use the drop-down menu to select the COVID-19 vaccine booster dose you received.



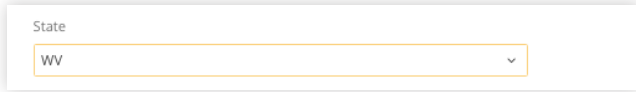
6. Use the date picker to select the date you received your booster dose.



7. Enter the city in which you received your booster dose.

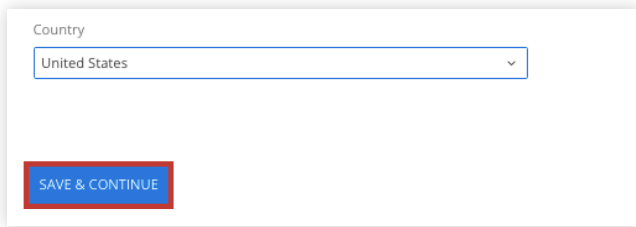


8. Use the drop-down menu to select the state (if applicable) in which you received your booster dose.



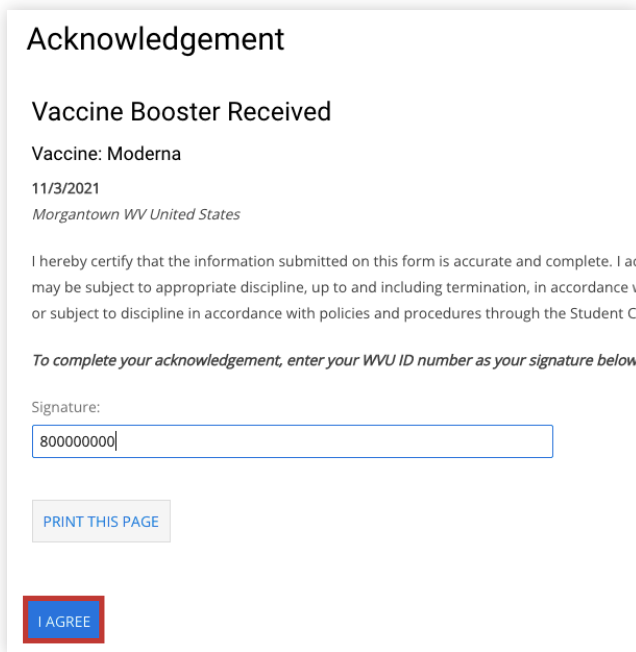
A screenshot of a web form with a label 'State' above a dropdown menu. The dropdown menu is open and shows 'WV' as the selected option.

9. Use the drop-down menu to select the country in which you received your booster dose. Then click **SAVE & CONTINUE**.



A screenshot of a web form with a label 'Country' above a dropdown menu. The dropdown menu is open and shows 'United States' as the selected option. Below the dropdown is a blue button with the text 'SAVE & CONTINUE'.

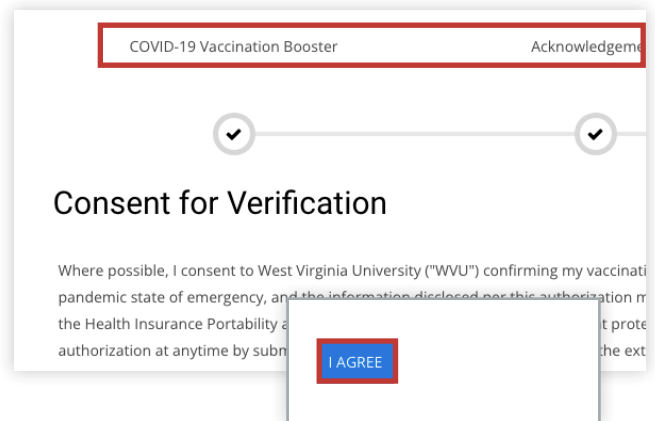
10. On the **Acknowledgment** page, confirm all information is accurate and enter your WVUID in the **Signature** field to electronically sign the acknowledgment form. Select the **I AGREE** button.



A screenshot of the 'Acknowledgement' page. The title is 'Acknowledgement'. Below it is 'Vaccine Booster Received'. The vaccine is 'Moderna', received on '11/3/2021' in 'Morgantown WV United States'. A paragraph of text follows, and then a line: 'To complete your acknowledgement, enter your WVU ID number as your signature below'. There is a 'Signature:' label above a text input field containing '800000000'. Below the input field is a 'PRINT THIS PAGE' button and an 'I AGREE' button.

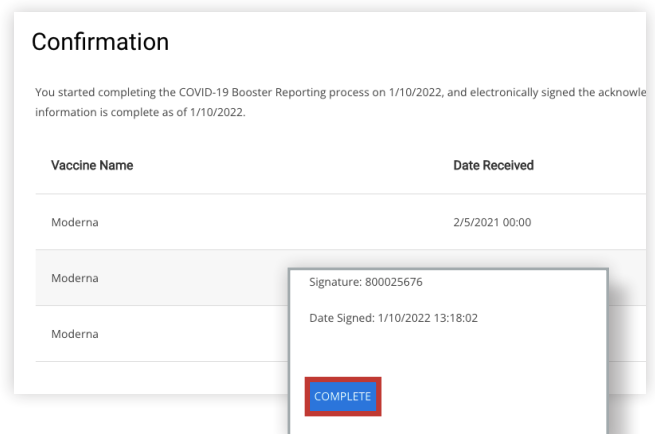
11. Read the information on the **Consent for Verification** page and enter your WVUID in the **Signature** field to electronically sign the consent form. Select the **I AGREE** button.

**Note:** Before selecting **I AGREE**, make sure all the information you have entered thus far is correct. If you need to make changes, select the applicable section at the top of the page to get back to previous screens. Once selecting **I AGREE**, you will not be able to make changes.



A screenshot of the 'Consent for Verification' page. At the top, there is a red-bordered box containing 'COVID-19 Vaccination Booster' and 'Acknowledgement'. Below this is a progress bar with two checkmarks. The main heading is 'Consent for Verification'. Below the heading is a paragraph of text. At the bottom right, there is an 'I AGREE' button.

12. On the **Confirmation** page, select **COMPLETE**.



A screenshot of the 'Confirmation' page. The title is 'Confirmation'. Below it is a paragraph of text. There is a table with two columns: 'Vaccine Name' and 'Date Received'. The table has three rows, all with 'Moderna' in the 'Vaccine Name' column. The 'Date Received' column has '2/5/2021 00:00' for the first row and is empty for the others. Below the table is a 'COMPLETE' button.

If you need to update your information after completing, you must email [COVIDVaccine@mail.wvu.edu](mailto:COVIDVaccine@mail.wvu.edu) to request changes.