Triton College

The How-To Guide for Cleared4

Get cleared to come to campus right from your phone.

STEP 1:

You will receive a "Welcome to Cleared4" email from no-reply@cleared4work.com with a personal link. Click this link to register on the Cleared4 platform and to access your pass.

Note: This link is unique to you and will always bring you to your Cleared4 account for viewing your Access Pass. Do not share this link with anyone else!

Triton College

Hello ████████

Please visit https://www.c4wrk.com/PMF████████████ to update your COVID-19 Vaccination Status and see if you are ready to come back to Triton College.

Thanks,
Triton College

STEP 2:

You will be prompted to read and accept the Cleared4 disclaimer before you can claim your Cleared4 account. Click the **Read and accept disclaimer** button.

STEP 3:

Click the
I Accept button
to verify that you
have read the
disclaimer.

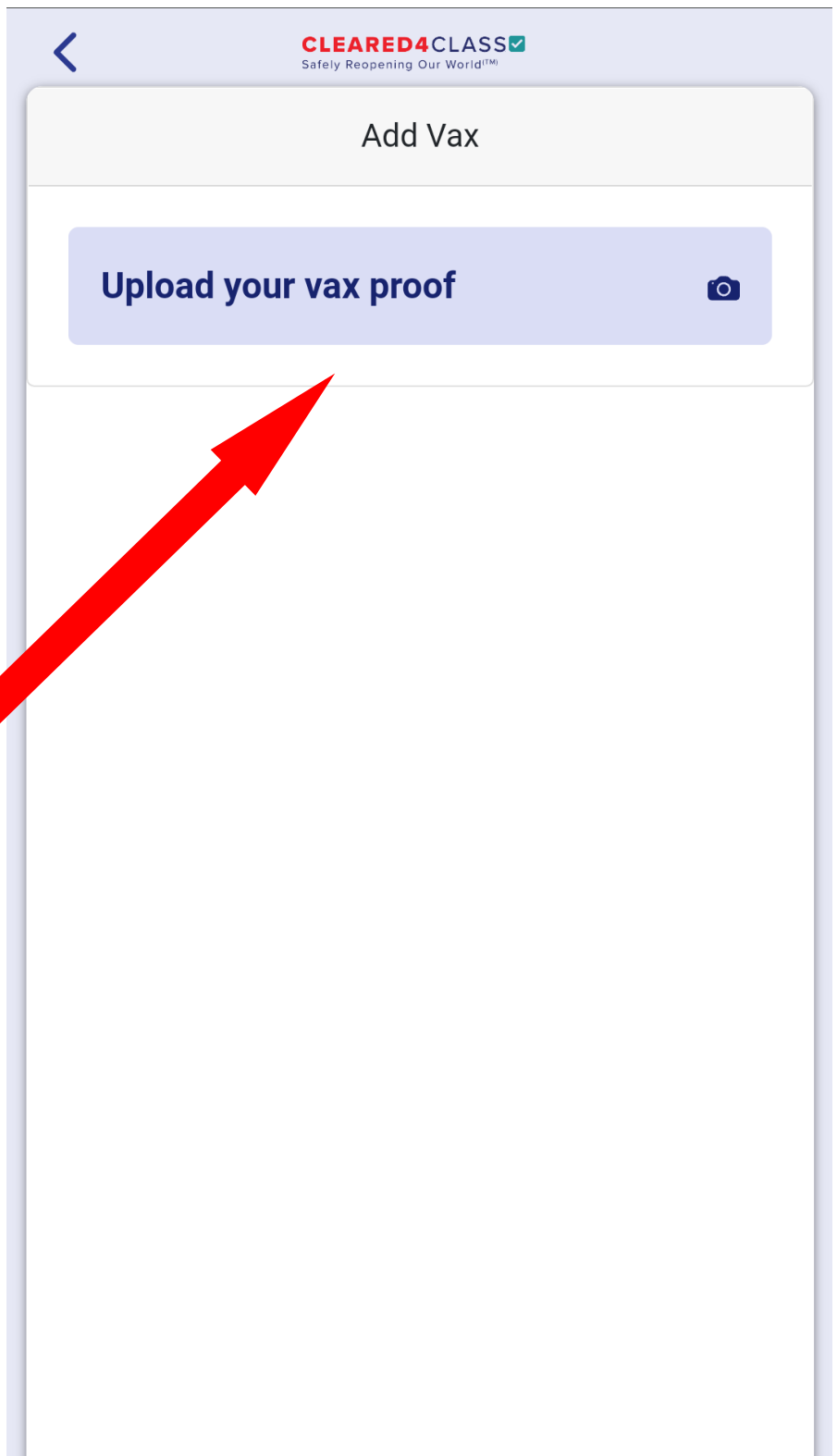**STEP 4:**

If you are vaccinated please upload your vaccination data.

If you are not you can upload your Covid-19 test results. Proceed to **step 12** for directions.

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Add Vax

Upload your vax proof 📷

STEP 5:

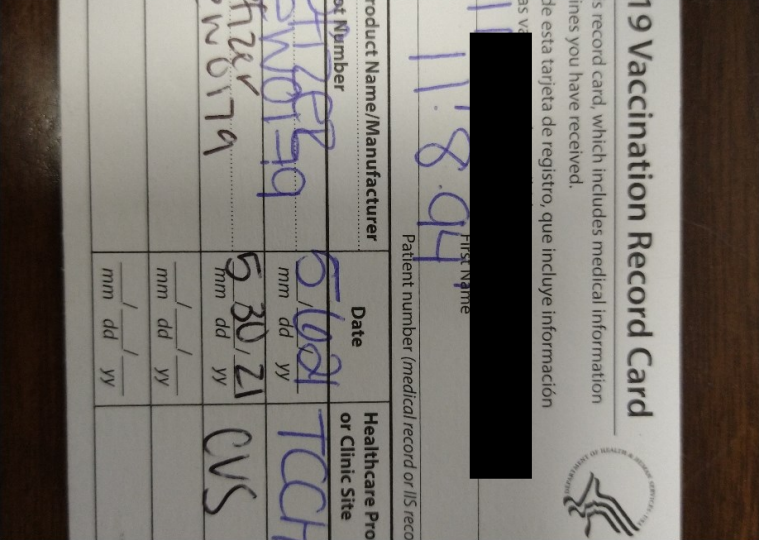Click the camera icon to upload a picture of your vaccination card. Make sure to keep it handy for the next steps.

STEP 6:

Enter your vendor, dates, and which dose you got (1st or 2nd, in some cases 3rd).

Add Vax

Vendor*

-- select a vendor --

Vaccination date*

Dose*

-- select

Add

STEP 7:

If you've gotten your 2nd dose (or 3rd) hit yes and repeat the last two steps.

If you've only had one dose then click no.

Add Vax

Vaccination Data

Saved successfully, Do you have another vaccination card to upload?

NO   YES

Vendor

Pfize

Vaccination date*

05/06/20

Dose*

1

Add

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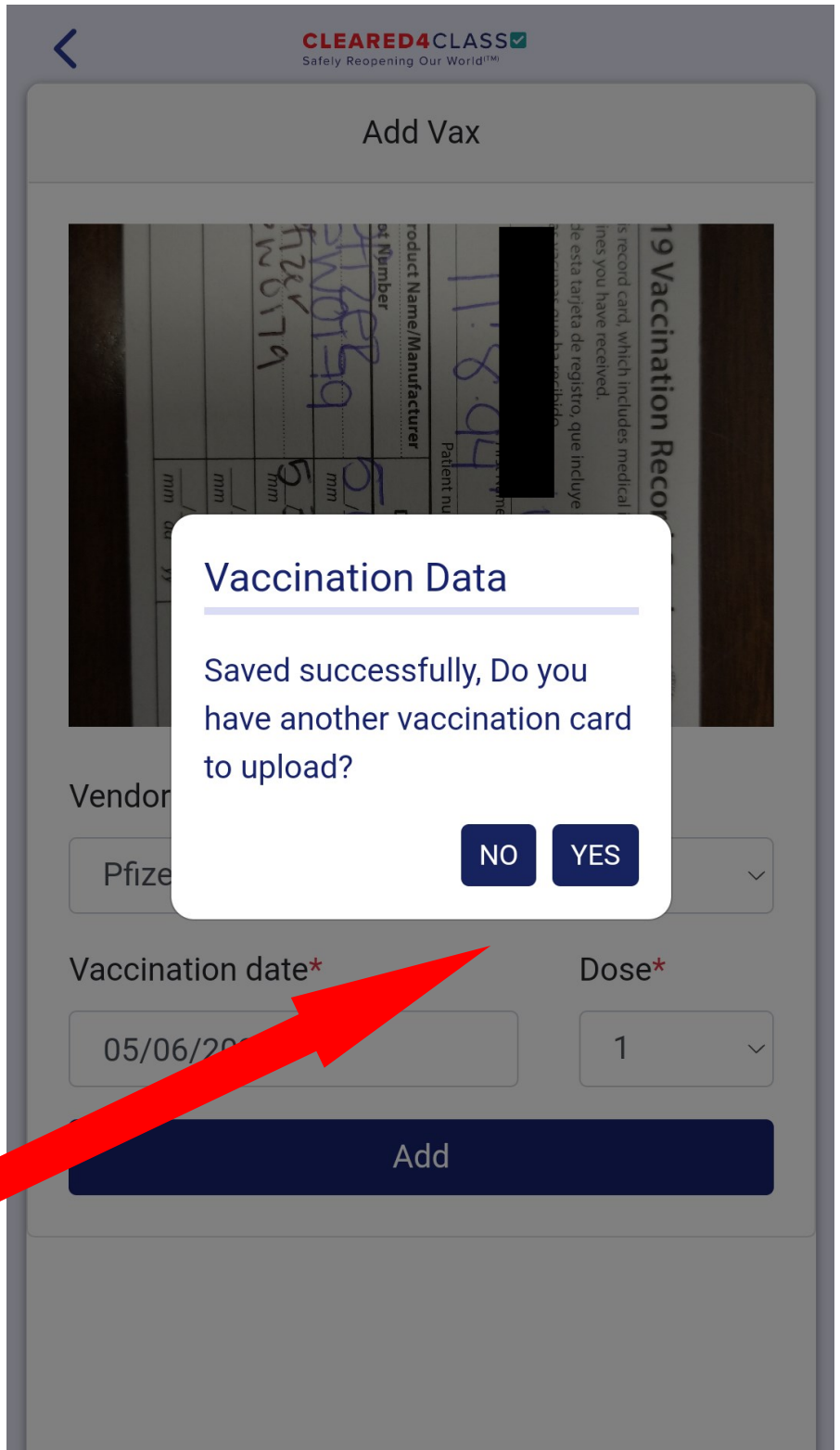
Vax Info

[+ Add Vax]

Dose	Date	Status
Dose number: 2 `Pfizer`	May 30, 2021	Completed
Dose number: 1 `Pfizer`	May 06, 2021	Completed

STEP 8:

Now you have a record of both your vaccine doses.

STEP 9:

You can show your pass anytime by clicking

"Show Access Pass"

Access this screen from your unique link in your email.

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Vax Card

**Welcome
Example Student**

In the midst of the 2020 global Coronavirus pandemic, Triton College's main priority is to keep their staff and students as safe as possible.

Show Access Pass

Expires in 203 days

Decline To Provide Vaccine Proof ➔

STEP 11:

This is your cleared for campus unique pass.

Screenshot this pass for your records.

If you lose the screenshot you can always access this screen again from the unique link in your email.

STEP 12:

If you are not vaccinated you can upload your test results here.

You will be prompted to take or upload a picture.

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TC **Triton College**

Vax Records

Welcome
Example Student

In the midst of the 2020 global Coronavirus pandemic, Triton College's main priority is to keep their staff and students as safe as possible.

Click to Show Status
COVID-19 Test rules not met for GreenPass

Upload Covid-19 Test Proof 📷

Enter Your Vaccination Data ❯

Decline To Provide Vaccine Proof ❯

STEP 13:

Enter the test name, result, type, and dates for your Covid-19 test.

Test name*

Covid-19 Test

Covid result*

Negative

Test Type*

PCR

Sampled date*

11/09/2021, 3:17 PM

Result date*

11/09/2021, 3:17 PM

Lab name

Enter lab name

Add

STEP 14:

You are able to upload more test results here or enter vaccination data if you got vaccinated.

Click "Show Access Pass" to view your pass.

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Vax Records   Test Results   [||||]   ⚙

Welcome
Example Student

In the midst of the 2020 global Coronavirus pandemic, Triton College's main priority is to keep their staff and students as safe as possible.

Show Access Pass
Expires in 9 days

Upload Covid-19 Test Proof   📷

Enter Your Vaccination Data   ❯

Decline To Provide Vaccine Proof   ❯

STEP 15:

This is your cleared for campus unique pass.

Screenshot this pass for your records.

If you lose the screenshot you can always access this screen again from the unique link in your email.

Example Student

Nov 09, 2021

Cleared For Triton College Campus

You are now cleared to come to Triton College Campus. Please wear your mask, follow current guidelines, and enjoy the campus responsibly.