

# Pre-Entrance Health Form Instructions

## Olivet Counseling and Health Services

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### Med+Proctor Student Health and Immunization Records Service

For the safety of our campus community, all students are required to have specific up-to-date immunizations and a physical exam before arriving on campus. All new students must verify their immunization and medical histories through the Med+Proctor system. **You must have a valid Olivet Nazarene University email address before registering on Med+Proctor.** Check your personal email for instructions for accessing your Olivet email.

### **SIGNING UP FOR MED+PROCTOR**

1. After submitting your deposit to attend Olivet Nazarene University, you will receive instructions via your personal email address for accessing your @olivet.edu email address.
2. Register for your new lifetime account with Med+Proctor by visiting <http://www.medproctor.com>
3. Click on "Register for a new account" and use your Olivet Nazarene University email address.
4. Complete your Olivet Med+Proctor profile.
5. Download & print your Olivet Med+Proctor Immunization Certificate & Physical form.
6. Have your medical provider complete your physical and immunization certificate.
7. Upload an image of your physical exam and immunization certificate into your Med+Proctor account.

### **Additional Med+Proctor Information:**

After registering for Med+Proctor, if you do not receive an email after 15 minutes, then please double check the above spelling of the email address you sent us. You can try again if need be. The link will expire in 24 hours; but you may easily request a new one by clicking the register button on our home page and trying again. You may need to check your spam folder and should add [admin@reminders.medproctor.com](mailto:admin@reminders.medproctor.com) to your contacts.

If you have additional questions, or need help with Med+Proctor please visit the [Med+Proctor FAQ Site](#) which will have all the help and answers you may need.