



NC DEPARTMENT OF  
**HEALTH AND  
HUMAN SERVICES**


**ROY COOPER** • Governor

**MANDY COHEN, MD, MPH** • Secretary

**MARK T. BENTON** • Assistant Secretary for Public Health  
Division of Public Health

September 2020

TO: College and University Health Administrators

FROM: Wendy Holmes, Branch Head   
Immunization Branch, Division of Public Health

RE: Annual Immunization Compliance Reporting

All North Carolina public, private, and religious colleges and universities are required to submit an immunization report annually to the North Carolina Department of Health and Human Services ([G.S. 130A-155.1\(c\)](#)).

While students are strongly encouraged to obtain the required immunizations as early as possible, a [State Health Director Memo](#) and [Governor's Executive Order](#) delays, but does not waive, documentation deadlines for immunization requirements. This allows for additional time to address access to care disruptions that many have experienced as a result of the COVID-19 pandemic.

In typical years, proof of immunization was required within 30 days of the first date of registration, after which a student would have to be excluded from attendance until documentation of the required immunizations was provided. For the 20-21 school year, the State Health Director memo suspends the immunization requirements from August 11 through September 30, 2020. The immunization requirements will go back into effect on October 1 and include a 30-calendar day 'grace period' beginning on **October 1, 2020**. If a student does not have the appropriate documentation after that time, the student must be excluded from attendance until compliant with the requirements.

Pursuant to Executive Order 156, NCDHHS will accept report submissions no later than **December 15, 2020**, but may be completed at any time prior to that date and are now open. Reports must be submitted online using the following link: [20-21 Annual College and University Immunization Report](#)

Instructions and work sheets are available for download at the report web address that may be used in advance to collect the data needed before entering your individual school information on-line. Immunization Report questions should be directed to [immunization.reports@dhhs.nc.gov](mailto:immunization.reports@dhhs.nc.gov).

Please ensure that this information is shared with appropriate staff members. Thank you for your support in these efforts to keep students healthy, in school, and ready to learn.

Cc: IB Staff  
Ann Nichols  
Dr. Kelly Kimple, DPH Section Chief

**NC DEPARTMENT OF HEALTH AND HUMAN SERVICES • DIVISION OF PUBLIC HEALTH, IMMUNIZATION BRANCH**

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