



BROWN

Health Services  
Box 1928  
Providence, RI 02912  
401-863-3953

**Undergraduate Student Requirements Checklist  
Due by July 1**

**All forms can be accessed or uploaded by logging into the [Brown Health Services Patient Portal](#)**

- ☐ Step 1: Immunization Record
  - Print the [Immunization Form](#) and have it completed by your medical provider. We will also accept official immunization records from your provider, previous school, or health department.
  - Log into your [Patient Portal](#):
    - Select "Immunizations" to enter the dates of your immunizations
    - Select "Upload" to submit your immunization record
- ☐ Step 2: Tuberculosis (TB) Screening Form
  - Form is completed online
  - Log into your [Patient Portal](#):
    - Select Forms, then choose *TB Screening Form*
  - Depending on your answers, some students may require additional testing. If it is indicated,
    - Print the [TB Screening Documentation Form](#) and have your medical provider complete and sign
    - To submit, log into your [Patient Portal](#):
      - Select Upload, then choose *TB Screening Documentation*
- ☐ Step 3: Health History Form (Form is completed online)
  - Log into your [Patient Portal](#):
  - Select Forms, then choose *Health History Form*
- ☐ Step 4: Authorization for Medical Care and Treatment Form (Form is completed online)
  - Log into your [Patient Portal](#):
  - Select Forms, then choose *Authorization for Medical Care and Treatment Form*
- ☐ Step 5: Medical Insurance Card and Prescription Benefit Card
  - Copies of cards are required for all students that do not have the Brown sponsored insurance plan
  - To submit, Log into your [Patient Portal](#):
    - Select Upload and choose *Medical Insurance Card* and if applicable, *Prescription Benefit Card*
- ☐ Step 6: Authorization to Treat a Minor Form (required if you will not be 18 years old by August 15 of this year.)
  - Print the [form](#) and have parent/guardian sign
  - To submit, log into your [Patient Portal](#):
    - Select Upload, then choose *Authorization to Treat Minor*

**For Intercollegiate Athletes Only**

- ☐ Step 7 : Sports Physical Form
  - Print the [form](#), complete page 1 and have your medical provider complete page 2
  - To submit, log into your [Patient Portal](#):
    - Select Upload, then choose *Sports Physical Form*
- ☐ Step 8: Sickle Cell Screening Test (hemoglobin electrophoresis is also accepted)
  - Obtain the screening test result from your provider
  - To submit, log into your [Patient Portal](#):
    - Select Upload, then choose *Sickle Cell Screening Result*

Refer to the [Frequently Asked Questions](#) section on the New Students Health Requirements page. If you have additional questions, contact [nursing@health.brown.edu](mailto:nursing@health.brown.edu).