



Hennepin Technical College™

September 7, 2021

Faculty and Staff,

As previously communicated, beginning September 8 all Minnesota State employees who are assigned to work on campus are required to either show proof of full COVID-19 vaccination or be tested at least weekly. The system office has been developing a technology platform, VaxTrak, to assist with vaccine attestations.

Hennepin Technical College (HTC) is scheduled to “go live” using VaxTrak on Thursday, September 9. Another communication will be sent as soon as we have the VaxTrak link for HTC employees to use to complete their attestation. In addition, HTC is looking into testing options for those who will require weekly testing.

As a reminder, the COVID-19 vaccine attestation form will require all employees to certify that they are either fully vaccinated or to decline certification:

- By checking here, **I certify that I have been fully vaccinated against COVID-19.** Fully vaccinated means that it has been at least two weeks since I have received both doses of a two dose vaccine series or a single dose of a one-dose vaccine approved by the FDA or WHO.
- By checking here, **I am declining to certify** that I have been fully vaccinated against COVID-19. I understand that I may later submit proof of full vaccination if I become fully vaccinated against COVID-19 or decide to submit proof of full vaccination.

If you choose to certify, you will then be required to upload a PDF of your vaccination card as proof. After submitting, no further action is needed unless Human Resources contacts you to request more information.

If you choose to decline certification, you will submit your response. After submitting, you will receive additional information and instructions for weekly testing.

Thank you for working with us to comply with the mandates and keeping our community safe.

Office of Communications
Hennepin Technical College