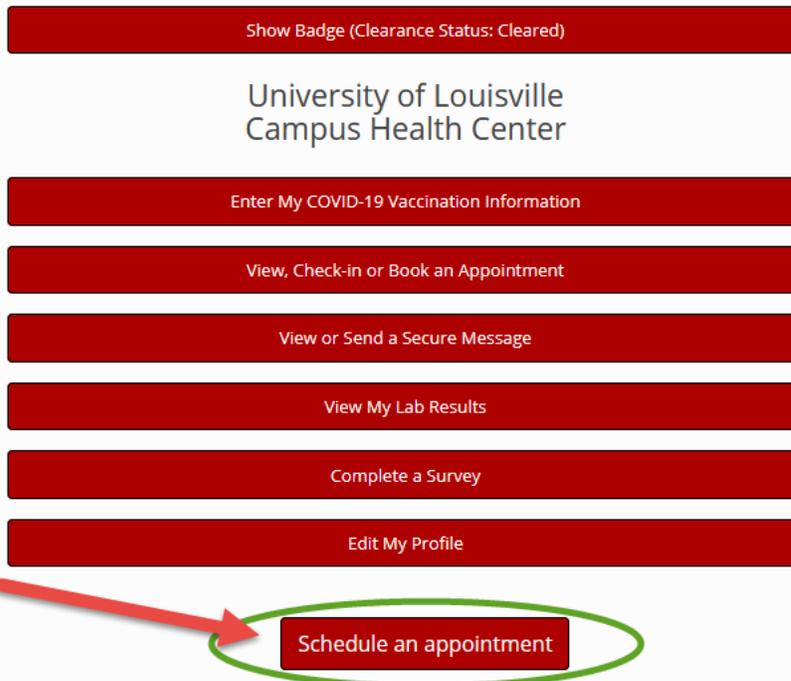


UofL Campus Health Services

Instructions for Scheduling Your Flu Shot

IMPORTANT! Before arriving for your flu shot, do the following:

1. Go to <https://louisvilleportal.pointnclick.com>
2. Click the “Student, Staff and Faculty” button at the top of the page.
3. Microsoft login screen will open. Sign in using your ULINK ID@louisville.edu and associated password
4. “Stay Signed In” screen will appear and click No.
5. Confirm your identity by entering your date of birth and click proceed.
6. You should now be on the main page of the Campus Health Patient Portal.
7. Select Schedule an appointment:



8. Select the **Influenza Vaccine Mass Immunization Clinic** and click **Continue**
9. Enter a Callback number
10. Provide Race/Ethnicity information and click **Continue**
11. Sign the Consent form
 - a. Note: you only need to answer questions regarding the particular vaccine you are getting
 - b. Scroll to the bottom of the screen to complete your signature
12. Select a location and date and click **Search for appointments**
13. Select Appointment date and time then click **Continue**
14. Review your appointment date and time and click **Confirm** to make your appointment.
15. The **All Done!** page will display a QR code with your confirmation
 - a. If you are on a mobile device, take a screenshot of your QR code
 - b. If you are on a PC, print out your QR code and bring it with you to your appointment
16. It is not necessary to complete the health history
17. Look for an email confirmation of your appointment