



9/1/2021

To: All NCIFTI Personnel and Students
From: Stephen Lefaver
NCIFTI Director of Apprenticeship & Training

Re: COVID-19 Vaccination/Testing Requirements

Per, the State of Illinois COVID-19 Executive Order No. 87 issued August 26, 2021, Illinois is mandating COVID-19 vaccination/testing for higher education personnel and students. The mandate is a result of COVID-19 and the Delta variant's alarming resurgence of cases, hospitalizations and decreasing ICU bed availability. The North Central Illinois Finishing Trades (NCIFTI) is committed to the health and safety of our personnel and students and must comply with this new mandate.

Effective September 5, 2021, the NCIFTI will require all personnel and students to provide proof of vaccination, or a negative COVID-19 test result obtained from a medical professional weekly or within one week of your scheduled date of attendance. Please read the following and take appropriate action:

IF YOU ARE FULLY VACCINATED:

NCIFTI personnel and students who are fully vaccinated are not required to follow COVID-19 testing protocols.

- NCIFTI personnel and students are considered to be fully vaccinated 2 weeks after their 2nd dose in a 2-dose series, such as the Pfizer or Moderna vaccines, or 2 weeks after a single-dose vaccine, such as Johnson & Johnson's Janssen vaccine.
- If you are fully vaccinated and provided proof to the NCIFTI, there is no need to take further action.
- If you are fully vaccinated and have not yet provided proof of vaccination to the NCIFTI, please submit a copy of your vaccination record/card to the NCIFTI via email to vperez@ncifti.edu, prior to your next day of attendance or you will be required to follow COVID-19 testing protocols listed below.

IF YOU ARE PARTIALLY VACCINATED OR UNVACCINATED:

NCIFTI personnel and students who are partially vaccinated, unvaccinated or have not yet provided proof of vaccination to the NCIFTI, you are required to provide proof of a negative COVID-19 test result obtained from a medical professional weekly or within one week of your scheduled date of attendance for NCIFTI students.

- If you are partially vaccinated, you are required to provide a negative COVID-19 test result obtained from a medical professional weekly or within one week of your scheduled date of attendance until you are considered fully vaccinated as prescribed above.
- If you are unwilling or unable to be vaccinated due to medical or religious reasons, you are required to submit a request for medical or religious exemption/waiver from COVID-19 vaccination and required to provide a negative COVID-19 test result obtained from a medical professional weekly or within one week of your scheduled date of attendance. Medical and Religious exemption forms/waivers are available upon request to the NCIFTI. There is no exemption from the COVID-19 testing protocols.
- Those that are not fully vaccinated and fail to provide proof of a negative COVID-19 test result obtained from a medical professional weekly or within one week of your scheduled date of attendance will be excluded from the premises and will be treated as an absence as prescribed in the NCIFTI Employee Handbook and the NCIFTI Student Handbook and Course Catalog.

It is out of deep concern for the health and safety of all NCIFTI personnel, students, their families, and the public, but also to protect your continued economic success, that I strongly encourage all eligible to become fully vaccinated to help stop the spread of COVID-19 and the Delta variant in our community.

I understand that this announcement may cause some emotion and concern. If you have any questions, concerns or need any additional information, please don't hesitate to contact me.

Thank you in advance for doing your part to keep our NCIFTI personnel, students and community healthy and safe. As we work through this time together, please be diligent, cautious, patient and calm.

Sincerely,



Stephen Lefaver

Director of Apprenticeship & Training

I acknowledge that I have received the NCIFTI COVID-19 Vaccination/Testing requirements above and understand that I must comply with all COVID-19 mitigation measures required of me by the NCIFTI. Such measures include but are not limited to vaccination/testing requirements, wearing face coverings in settings determined by the NCIFTI (i.e. classrooms, labs, etc.) and maintaining certain physical distancing as determined by the NCIFTI.

Signature: _____ **Date:** _____

Print Name: _____ **ID#:** _____