



Students,

To make it easy to submit your health records, you can either use the Cam Scanner app or your own scanner.

Steps to submit your health records:

1. Take a photo of the document you need to submit and hit **save**. (Please make sure the image is clear).
2. Type **Submit Medical Records** in the Search Bar.
3. Browse (select document) for JPG, PNG, TIFF, or PDF and hit **save**.
4. Upload file(s).
5. Complete.

If unable to find your copy of your health record forms given at registration, a copy can be obtained by following these steps:

1. Access stfrancis.edu
2. At top of page access Student Experience.
3. Under Student Experience, access Counseling/Wellness Center.
4. Middle of page go to Health Records.
5. Print copy of Student Profile Form and Student Health History/Physical Examination Form.

Wondering if your health records are complete?

Access your portal, go to Students on left side of page and scroll down to Health and Medical Records. Records missing will appear in **RED**.

You can also call USF Health Records 815-740-3399 to ensure documents were received.