



Health Record Submission

Students,

We make it easy to submit your health records. You can either use Microsoft's Office Lens Application, your phone camera or your own scanner. The steps to submit your health records are as follow:

1. Take a picture of document (s) and save. Please make sure the image is clear.

Login in your USF Portal

1. Type **Submit Medical Records** in the Search Bar of MyUSF Portal
2. Browse (Select Document)
3. Must be JPG, PNG, TIFF, or PDF
4. Upload File (s)
5. Done

You may call USF Health Records (815) 740-3399 to ensure documents were received.

Thank you.