**BEFORE YOUR APPOINTMENT**

**COMPLETE ONBOARDING**
Do you plan to be on campus for any amount of time?
If so, you will need to complete the Onboarding Clearance Process.

**SCHEDULE YOUR APPOINTMENT**
Students living on campus are required to visit a site each week.
Students living off-campus, faculty, and staff who are not showing symptoms can schedule an appointment when available.

Get started online! Visit [emory.edu/forward](http://emory.edu/forward).

**DURING YOUR APPOINTMENT**

**CHECK IN & SCAN**
Upon arriving to your appointment, check in by scanning the following:
1. QR Code (see email confirmation)
2. Barcode on collection kit
3. Emory Card

**SAMPLE COLLECTION**
Move to a saliva collection station and open the collection kit.
Before you begin, write your initials on the vial.
Then follow the collection instructions inside.
Lastly, drop your vial into the small bio bag and sanitize.

**DEPOSIT FOR TRANSPORT**
Place your sample (the vial in the small bio bag) in the designated pickup area for transport to the lab.
Dispose of biowaste, place used marker in return bin, and sanitize your hands on your way out.

**AFTER YOUR APPOINTMENT**

**WATCH YOUR EMAIL**
Results will be emailed to you within 24-48 hours.