



**NEW YORK CITY DEPARTMENT OF
HEALTH AND MENTAL HYGIENE**
Michelle Morse, MD, MPH
Acting Health Commissioner

October 10, 2025

Dear Principal or Director:

Immunization requirements for children attending school in New York City (NYC) during the 2025-2026 school-year are outlined [here](#) (see 'Information for Providers'). Please share the parent-friendly version with translations, [here](#) (see 'Immunization Requirements and Letter'), with parents or legal guardians and ensure that children are up-to-date with vaccinations in order to attend school.

Ensuring Compliance:

Children who are not up to date with immunizations must provide documentation of receiving a first dose (for unvaccinated children) or the next dose that is due (for children who are incompletely vaccinated) in each immunization series within 14 calendar days of enrollment. For children transferring from another state or country, the 14-day grace period may be extended to within 30 days of enrollment. Within 30 calendar days of the first day of school, children must show proof of age-appropriate scheduled appointments for the next follow-up dose in each vaccine series. Follow-up doses to complete the immunization series must be in accordance with the [catch-up schedule](#).

Parents or legal guardians of children who are not in compliance should be sent the attached warning letters, followed 2 weeks later by exclusion letters for children who remain out of compliance. Translated versions of warning and exclusion letters are available upon request.

Principals are responsible for ensuring compliance with immunization requirements, including exclusion of children who are not properly immunized. Schools that are out of compliance are subject to violations and fines.

Sites must maintain a current list of children who lack evidence of immunity to diseases covered by school-required vaccines, including children with medical exemptions. This list must be updated each time a new child enrolls or a child's immunization status changes.

Medical Exemption Requests:

Schools must fax [medical exemption requests](#) to the NYC Department of Health and Mental Hygiene (Health Department), Bureau of Immunization at 347-396-8813, attention

“Medical Exemption Unit.” The child may remain in school during the NYC Health Department review process. Following review, the NYC Health Department will fax the decision to the school to share with the parent or legal guardian. A copy of the decision must be kept on file with the child’s immunization record. Medical exemptions must be re-submitted and rereviewed by the NYC Health Department annually unless a shorter duration is specified by the NYC Health Department. If the exemption request is denied, the child should be given 14 days to receive the required immunizations (or provide other allowed documentation of immunity) or be excluded from school. Schools must ensure that all criteria below are met before submitting medical exemption requests to the NYC Health Department for review. If the information below is missing, the school should notify the parent or legal guardian of the need for resubmission with appropriate documentation to be considered for review:

- The exemption request must be signed by a NYS-licensed **physician**.
- The form must be on a NYC (preferred, [here](#)) or NYS- approved form.
- The form must be filled out completely, including specifying the vaccines for which an exemption is requested by the provider and the fields the school must complete.

Citywide Immunization Registry (CIR):

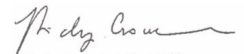
Schools can register for access to the Citywide Immunization Registry (CIR) to view records reported by medical providers [here](#). The CIR includes immunizations administered to children in NYC. You can also print a child’s immunization record for your files or give it to the parent or legal guardian for follow-up. For questions or assistance with CIR, email cir@health.nyc.gov or call 347-396-2400. Parents or legal guardians can also search for their child’s immunization record using [My Vaccine Record](#).

As required by NYS Public Health Law 2164 Section 11, schools must complete the annual Online School Immunization Assessment Survey (OSAS) and report the immunization status of all children. For questions regarding the survey, contact the New York State Department of Health, Division of Vaccine Excellence, School Immunization at 518-474-1944 or osas@health.ny.gov.

For questions about immunization requirements, schools can contact the NYC Health Department’s School Compliance Unit at (347) 396-2433 or via email at school_immunizations@health.nyc.gov.

Thank you for helping to keep NYC children and families safe.

Sincerely,



Bindy Crouch, MD, MPH
Assistant Commissioner
Bureau of Immunization