

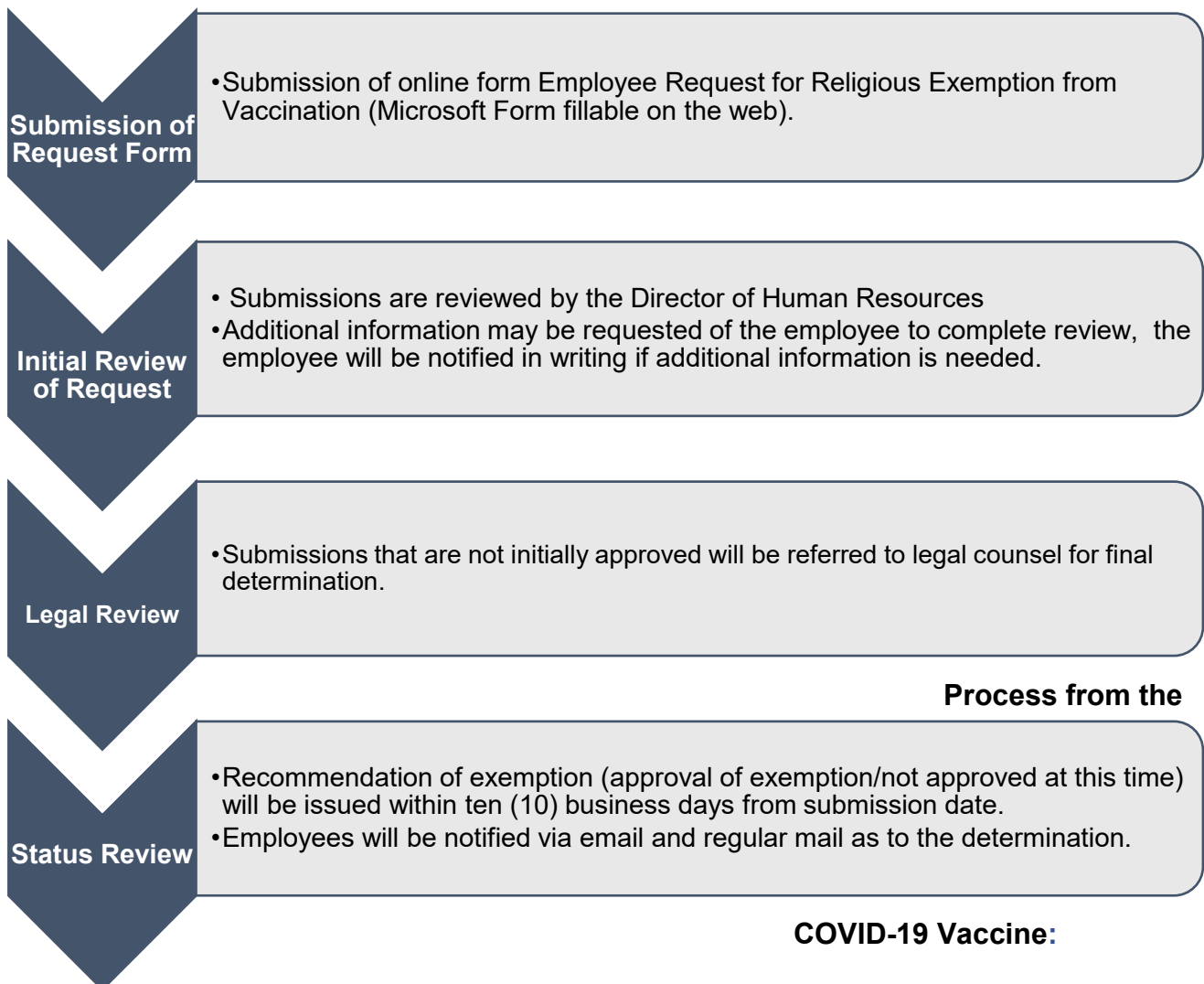


## Employee Request for Religious Exemption from Vaccination Process and FAQ's

### Reference:

[Board Policy 2905 - SARS COV-2 \(COVID-19\) Vaccination and Testing Requirement](#)  
[Administrative Procedure - 2905 2905 SARS COV-2 \(COVID-19\) Vaccination and Testing Requirement](#)

### Employee Request for Religious Exemption



## Frequently Asked Questions

### 1. What is considered an allowable religious exemption to the COVID-19 vaccine?

A religious exemption may be considered if an employee believes taking the COVID-19 vaccine conflicts with their sincerely held religious belief, observance, or practice. At this time, religious exemptions will only be considered for the COVID-19 vaccine, and will not include exemptions for testing or masking requirements.

### 2. What is the process for submitting a religious exemption?

Complete a religious exemption form available on the Cerritos College [COVID-19 website](#). Applicants are required to answer the following questions in writing, through submission of the Request for Religious Exemption Form found on the District COVID-19 website:

- Please identify your sincerely held religious belief, practice, or observance that is the basis for your request for an exception as a religious accommodation.
- When did you embrace the sincerely held religious belief, observance, or practice?
- When have you adhered to the sincerely held religious belief, observance, or practice?
- Where have you adhered to the sincerely held religious belief, observance or practice?
- How have you adhered to the sincerely held religious belief, observance, or practice?
- Please briefly explain the nature and tenants of your sincerely held religious belief, practice, or observance that conflicts with the District's COVID-19 vaccination requirement.

The Employee Request for Religious Exemption from Vaccination Form is an online fillable form and will be submitted electronically.

### 3. What information should I include in my religious exemption request?

Employees can apply for a religious exemption to the vaccine policy on the basis of a sincerely held religious belief, observance, or practice that prohibits them from getting vaccinated.

The religious exemption request should clearly articulate the religious basis for the accommodation through complete answers to the questions on the form. Providing examples in your request is recommended to provide context to your beliefs and how you adhere to them.

### 4. What if my sincerely held belief is not religiously based?

This exemption process is for sincerely held religious beliefs, observances, or practices only. Singular social, political, or economic philosophies or beliefs, or personal preferences will not be considered.

### 5. I have been granted a religious exemption from COVID-19 vaccination. What am I required to do?

Individuals who have been granted a religious exemption are still expected to comply with all Return-To-Campus policies regarding COVID-19 and the requirements detailed in the

religious exemption. This includes, but is not limited to policies around masking, social distancing, health screening questionnaires, and wristbands.

You will need to submit proof of weekly negative COVID-19 test in order to access campus. Accepted tests include polymerase chain reaction (PCR) tests or an antigen test administered by a medical provider.

Full information on testing available on campus, the process to sign up, and how to upload your information, along with links to alternate testing sites in Los Angeles County, can be found online at: <http://www.cerritos.edu/covid-19/covid-19-testing.htm>.

**6. I was diagnosed with COVID-19 within the past 90-days and/or I had an antibody test showing that I have natural immunity. Do I still need to submit a religious exemption?**

Yes. A recent diagnosis of COVID-19 or a positive result for an antibody test is not a guarantee that you will not get a virus again and/or you are not able to transmit it to others if you are a carrier. As such, you are still required to comply with the vaccine/testing policy unless you are granted a medical or religious exemption.

**7. The information regarding my religion and vaccine status is private. Who will have access to this information?**

Only members of the Employee Review Team (Human Resources, and legal counsel if applicable) will have access to your documents. Upon approval, a notation will be made on your Optimum HQ portal by the Review Team indicating that you are exempt from vaccine. You still have to undergo weekly negative testing in order to be on campus.

**8. How long does the religious exemption review process take?**

The review process may take up to ten business (10) days from receipt of the exemption request for processing. Exemption submissions will be process as quickly as possible.

**9. How will I receive notice of the outcome of my request?**

You will receive an email letter from the Human Resources department with the outcome of your request for vaccine exemption.

**10. How long is exemption valid?**

Religious exemptions from vaccination will be granted for up to year and/or in accordance with the dates listed in the relevant BPs. The letter you receive from the District regarding the outcome of your request, will outline important information, including an expiration date.

**11. My religious exemption from vaccination was not approved. Can I appeal the decision?**

Similar to other colleges and universities, we do not have an appeal process for religious exemptions. While we do not have an appeal process, you may reapply.