YES User Guide

Order Test Kit

This user guide outlines the process for ordering your test kit for the Fall 2020 semester. Order Test Kit is available through the YES suite of applications. On the student landing page, click Order Test Kit.

1. If you have a domestic address and have not had a recent positive test, select Order my test kit.

Note: If you do not have a U.S. address, skip to I do not have a U.S. address. If you have recently tested positive, skip to Recent Positive Test.
2. If you are ready to order your test kit, click Yes.

![Order Test Kit](image)

To order your kit, you MUST be able to provide a U.S. domestic address where the kit can be delivered. If you do not have a suitable U.S. address, please click "No" and select the "I do not have a U.S. Address option.

Are you ready to order your kit? There is no cost to you for this service.

Yes [ ] No [ ]

If you have any questions, please reach out to the Fall 2020 Helpline at 615-322-4357.

3. Click on the Go To Vault link to complete the registration process.

![Order Test Kit](image)

Thank you. Here is the link to your personal Vault page where you will complete the registration process.

Go To Vault

Reminders:

- The testing process will involve a telehealth call via Zoom.
- Do NOT open your test kit before your telehealth call.
- Drop your completed test kit off at a UPS store no later than 4 p.m. on Wednesday, August 12, in order for the test to be processed before your return to campus.

If you have any questions, please reach out to the Fall 2020 Helpline at 615-322-4357.
I do not have a U.S. address

1. **If you do not have a domestic address, select I do not have a U.S. address.**

   ![Order Test Kit](image)

   All students MUST order and return a test kit from Vault unless:
   - You do not have a U.S. domestic address
   - You have had a positive COVID-19 test in the last 90 days
   
   Please click the appropriate button:
   - Order my test kit
   - I do not have a U.S. address
   - I have a recent positive test

2. **Click No U.S. Address.**

   ![Order Test Kit](image)

   If you are returning from abroad, know your destination in the U.S., and it is feasible to have your test kit sent to you at that address, please select ‘Back’ below and order a test kit to be delivered to that address.

   If you do not have a clear and stable destination in the U.S. where the test kit could be sent, please select “No U.S. Address” to proceed.

   ![Order Test Kit](image)

   Back  No U.S. Address

   If you have any questions, please reach out to the Fall 2020 Helpline at 615-322-4357.

3. **Click this form to sign up for prioritized testing. You will be prompted to sign in with your VUnetID and password.**

   ![Order Test Kit](image)

   Thank you, please fill out this form so you can be prioritized for testing upon your arrival to campus.

   Please remember that if you are returning from abroad you should plan to quarantine for 14 days upon your arrival in the U.S.

   We wish you safe travels on your journey to Nashville.

   If you have any questions, please reach out to the Fall 2020 Helpline at 615-322-4357.
Recent Positive Test

1. If you have recently tested positive, select I have a recent positive test.

2. Select I have a recent positive test.

3. Click this form to submit proof of your recent test. You will be prompted to sign in with your VUnetID and password.