



Return to Campus Requirements

If you're enrolled in a Continuing Education course that is **longer than two weeks**, you must meet the following requirements to be permitted on campus.

For those enrolled in Continuing Education courses that are **two weeks or less**, please review the **Requirements for Campus Visitors** section below.

Vaccination

Pace requires that all students coming to campus be vaccinated against COVID-19.

Continuing Education students must upload proof of vaccination to the [Confidential Patient Portal](#) within 24 hours of registering for a course.

[Find a vaccination center near you.](#)

Note: Fully online students will not be subject to this requirement.

If you are unable to be vaccinated for medical or religious reasons, please view the Vaccination Information on our Return To Campus website.

For Fall 2021, all students who are **not** fully vaccinated (including those who have not left the New York area) must participate in community COVID-19 testing to maintain access to campus.

PaceSafe App

All students will be required to complete a screening questionnaire related to symptoms, travel, and exposures every day they are physically on campus. The screening questionnaire is available to everyone in the Pace Community via the [PaceSafe mobile app](#). If you do not have a smartphone and are unable to use the PaceSafe app, please access the [web-based daily health questionnaire](#).

Be prepared to show an approved status after completing the screening to Security upon entering campus buildings.

Students who do not complete the required screening questionnaire will not be permitted on campus.

Pace IDs

All Continuing Education students must have a Pace ID to be permitted on campus.

Students are required to submit ID photos online through the online photo ID submission. ID Card pick up should be scheduled with the ID office on the appropriate campus for pick up.

New York City (ID Office)

1 Pace Plaza - B Level

New York, New York 10038

Phone: (212) 346-1015

Hours: Monday through Friday, 9:00 a.m.–5:00 p.m.

There will be additional hours at the beginning of the semester. Please call the ID Office at (212) 346-1015 to schedule an appointment.

Pleasantville (ID Office)

861 Bedford Road

Pleasantville, NY 10570

Paton House- Next to the Health Center

Phone: (914) 773-3830

Hours: Monday through Friday, 9:00 a.m.–5:00 p.m.

There will be additional hours at the beginning of the semester. Please call the ID Office at (914) 773-3830 to schedule an appointment.

To submit a photo through the online photo ID submission, please view [instructions on how to submit a photo through the online photo ID submission](#).

Requirements for Campus Visitors

If you are enrolled in a Continuing Education course that is scheduled to run for **two weeks or less**, you are considered a campus visitor.

To be permitted on campus, you must present a photo ID, and you must meet one of the following requirements:

1. You must provide proof of full vaccination against COVID-19 (i.e., two weeks past all recommended doses of a vaccine approved or authorized for emergency use by the FDA or WHO). Proof of vaccination may be given in the form of a paper copy or digital image of a guest's vaccination record; the [New York State Excelsior Pass](#) for those vaccinated in New York; or the [NYC COVID Safe App](#).
2. If you are not fully vaccinated, you must present a negative test result for a COVID-19 PCR test administered no more than 72 hours prior to arriving on campus.

Designated Entrances for Campus Visitors

NYC Campus

Visitors to the NYC Campus must enter through the main entrance of One Pace Plaza, adjacent to City Hall Park.

Westchester Campus

Visitors to the Westchester Campus must enter through the gate at Entrance 3.

If you have questions, please reach out to the Talent Development and Continuing Education team at cps@pace.edu.