STUDENT POLICIES RELATED TO COVID-19

These additions to the Trine University Student Handbook, resulting from the COVID-19 pandemic, are in effect until further notice to help achieve and maintain a safe, healthy university environment. Updates will be available at trine.edu/trine-strong. Students who do not follow requirements applicable to them may face disciplinary action.

Students should not attend class for any of the following:

• In the interest of safety, any student who feels ill must not physically attend class. If they are experiencing flu-like symptoms, they should call the Health Center at 665-4585 to make an appointment to be screened.

• Doctors’ notes or other documentation are not required for an individual absence but they are required in the following cases:
  • **Two consecutive absences.** If a student is absent from class two consecutive days, this raises concern about his or her health. Instructors should report such absences using WeCare and students should visit the health center or another physician who can determine the student’s fitness to return to class. This documentation should be provided to instructors.
  
  • **More than three absences over the course of the semester.** Similarly, chronic absence due to health issues is concerning. Students should consult the health center or a physician and present documentation to their instructors.

• There is no limit on the number of days a student can be physically absent from class due to illness, suspected illness, or quarantine.

• Students who are physically absent due to illness, suspected illness, or quarantine must still participate in class virtually unless their illness makes them unable to do so. This may require documentation.

• For each scheduled class period of the semester, instructors should arrange a way to record the virtual attendance of students who are absent due to illness, suspected illness, or quarantine.
Online courses follow the CGPS attendance policy as stated below.

**College of Graduate and Professional Studies**
All students are expected to be in their class, on time and for the entirety of the class. In the case of an online class, active participation as gauged by the instructor is required. Once a student misses three sessions of any one class, prior to the withdrawal deadline, he/she will be dropped from the course with a “W”. Only in the event of rare and unusual circumstances, with formal documentation, will a student be allowed to continue.

**OTHER REQUIREMENTS RELATIVE TO COVID-19**

According to the COVID-19 Student Code of Conduct, students must:

- Participate and comply with university health screening processes and policies before arriving on campus for the 2020—2021 fall and spring semesters.

- Comply with requirements to self-isolate, quarantine or be absent from campus, academic or university-sponsored events when the university determines doing so is in the best safety interest of you or the members of the university community or pursuant to university process and policies.

- Face coverings must be worn by every individual on campus. The only exceptions are in your assigned dorm room or outside when social distanced at least 6 feet from others.

- Bring no visitors or guests to campus unless specifically allowed by the university visitor policy. Check for updates at trine.edu/trine-strong.

- Keep group sizes under those allowed by the university. Check for updates at trine.edu/trine-strong.

- Comply with and maintain all cleaning, sanitation and safety requirements of your professors or other university employees.
RECOMMENDATIONS FOR STUDENTS

Keep personal hand sanitizer with you at all times and regularly use it especially before and after use of the bathroom, eating, touching of public surfaces (i.e., doorknobs), and before or after touching your eyes, face, or mouth. Use hand sanitizer available throughout campus.

Regular handwashing with soap and water, for 20 or more seconds, especially after using the bathroom and before and after eating.

Sneeze or cough into a tissue, and dispose of it immediately in a waste receptacle, or the crook of your elbow.

Maintain a supply of hand sanitizer wipes and regularly wipe down all frequently touched surfaces (i.e. residence hall and lab settings). Wipe down your desk area before and after use in all classrooms, using supplied cleaning materials.

Conduct meetings remotely whenever feasible.

Do not participate in any unnecessary travel off campus. If you travel off campus, continue to physically distance and wear facemasks when you are in the presence of others. Avoid high-density locations that make social distancing difficult if not impossible, such as bars.