

APPENDIX C: FALL 2021 FAQ'S FOR STUDENTS

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INSTRUCTIONAL FORMAT

Will the Institute prioritize offering in-person classes?

Yes, the Institute will offer all its fall courses in person. However, recognizing that both students and faculty may need to self-quarantine or self-isolate at various times, we are able to offer hybrid or virtual instruction as well, according to circumstances as they develop.

Is there a cutoff for the size of an in-person class?

The Institute will follow the DC regulations and CDC recommendations for group sizes. Presently, the District of Columbia has set no limits on gathering sizes. All Institute classes and events will meet in their regularly scheduled locations unless the circumstances of the pandemic change and new restrictions are imposed.

How and when will students be notified of changes to the format of particular classes they are enrolled in?

If a particular class or class meeting is moved online, registered students will be notified immediately via email. All classes will also be able to function as a hybrid course, meaning that students will be able to join an ongoing in-person class remotely if needed.

If significant increased spread of COVID-19 occurs, would instruction be moved entirely online?

We will be monitoring the impact of COVID-19 as the fall semester progresses. Our hope is that we can continue the semester in person as planned, with adjustments to individual courses if needed. However, we will follow DC regulations and CDC indications in the case of severe increased spread, and if need be, we would continue instruction online so that everyone has the opportunity to complete the semester.

If an instructor tests positive for COVID-19, would the class move online?

In the case that an instructor tests positive, if health permits, the professor will continue teaching the course through Zoom; if health does not permit, the Institute will seek another instructor who may replace him or her to allow the course to proceed.

If a student needs to self-quarantine or self-isolate, will it be possible to shift to online learning?

Yes, if a student needs to self-quarantine or self-isolate, it will be possible to shift to online learning. In fact, we would strongly encourage the student to stay caught up with the class if his or her health permits remote participation while self-quarantined or self-isolated. Updates to technology in the classrooms will allow for self-isolating students to join ongoing in-person classes remotely as needed. Students who need to take advantage of this possibility should contact the Associate Dean (nbagileo@johnpaulii.edu) to get the details. These requests must be received at least 30 minutes prior to the beginning of class in order to be honored.

How will students who need to self-isolate or self-quarantine be supported academically?

While a student is self-isolating or self-quarantining, he or she will have online access to the academic resources that are available to students in person; faculty office hours, Writing Center appointments, and library resources will all be available virtually for self-quarantined students whose health allows them to participate.

SAFETY CONCERNS

Testing

Is the Institute requiring that students be tested for COVID-19 before arriving on campus?

The Institute does not require its students to be tested or provide proof of vaccination before returning to campus. However, all students should begin daily symptom checks before returning to campus. This protocol, which should include taking temperature and considering a [list of symptoms](#), will serve the Institute community through its regular and sustained use.

During the semester, how should a symptomatic student access COVID-19 testing?

Students who are symptomatic for COVID-19 should consult a health care professional. A complete list of free COVID-19 testing sites can be found on the [D.C. Government's Coronavirus page](#).

Prompt testing for symptomatic students and those who have come into direct contact with positive cases of COVID-19 is important. Direct contacts are those individuals who have come into direct contact (at least 10 minutes of contact within 6 feet) of a positive or presumed positive case.

Tracing

How will the Institute assist with contact tracing in the event someone tests positive for COVID-19? Who else will need to self-quarantine?

After a reported positive test of a faculty or staff member or a student, Institute staff will conduct an initial trace of possible direct contacts with the person in question. We are required to report positive cases to the D.C. Department of Health (DCDOH), which will take the lead in more systematic contact tracing.

If someone tests positive, any close contact who is not vaccinated would need to self-quarantine; a vaccinated person is not required to self-quarantine unless symptoms develop. A close contact

is defined as someone who has been within six feet of the Covid-19 positive person for more than 10 minutes. Someone sitting in a classroom more than six feet away, or the faculty person in the class, would not necessarily need to self-quarantine. A family member, roommate, study partner, or anyone else who would fit the “close contact” definition would need to self-quarantine. They would be contacted by a contact tracer from the DCDOH.

ACADEMIC POLICIES

Will attendance policies be modified to encourage students to stay home if they feel ill or have been exposed?

Students who feel ill should stay home and should notify their professors that they will be absent from class. Students who have been exposed to or diagnosed with COVID-19 should follow the protocols for self-quarantine. In either case, students are encouraged to join their classes remotely if their health permits. The Institute’s usual absence policy (see page 5 of the Student Handbook) has been modified for students in these cases.

How will comps and other program-level exams be affected by the safety measures?

Comprehensive exams and other program-level exams can be administered virtually to comply with health and safety guidelines, or they could be administered in person if conducted in a classroom with sufficient space for social distancing. For program-wide exams (e.g., M.T.S. Comprehensive Exams, Ph.D. Foundational Works Exams), the format will be announced well in advance. For individually scheduled exams (e.g., thesis defenses, Ph.D. Qualifying Exams), students should consult the Program Advisor during scheduling.

ACADEMIC SERVICES

Libraries

Will the library be open on a regular schedule?

The university is planning for [Mullen Library](http://libraries.cua.edu) to be open during the fall semester. Please consult the library website (libraries.cua.edu) regarding hours and services during the semester.

The Institute’s Latkovic Collection is available by appointment during regular business hours. Please contact the Assistant to the Provost and Dean for information.

Computer Facilities

Will computer labs be open on a regular schedule?

The public computing in Leahy Hall will be open on its normal schedule, which is 24 hours a day, 7 days a week. Staff will be on-site and available to assist users with issues between 9 AM and 5 PM Monday through Friday.

Academic Support

How will office hours work?

Office hours will be available in person, following the appropriate social distancing and face covering requirements, or online. Please consult your course syllabus for instructions on how to meet with your instructor.

Will the Writing Center be open on a regular schedule?

The CUA Writing Center, which is available to Institute students, will be operating on a regular schedule; however, the shift to virtual services may afford greater flexibility in scheduling to meet student needs. Typical hours of operation can be found on the Center for Academic and Career Success website (success.catholic.edu).

How will academic support services be modified to accommodate social distancing?

All academic support services provided by the Writing Center will be conducted virtually using Google Meet and/or Zoom. Any student who is unable to attend a virtual session for any reason can request an in-person appointment in advance of a scheduled appointment by emailing the Writing Center (cua-writingcenter@cua.edu) or by calling 202-319-5655. Requests for in-person support should be made at least 24 hours in advance.

HEALTH MEASURES

Are students required to wear face coverings?

Consistent with the Institute's announced policy and local guidelines and requirements, all members of the Institute community (faculty, staff, students, and visitors) are **required to wear face coverings** in all public spaces of campus buildings. Violation of this requirement may result in disciplinary action. Exceptions include when eating or drinking or if you have a medical condition that prevents wearing a face covering.

Are students expected to complete a daily health check?

Yes. One of the most important things that we will all need to do each day is monitoring our health, including conducting symptom checks and taking our temperature each day before classes. Additionally, students should ensure that they have awareness of the symptoms of COVID-19. A good point of reference is the [CDC Coronavirus site](https://www.cdc.gov/coronavirus).

TRAVEL TO AND AROUND DC

What are the recommendations for using the Metro or travelling in the D.C. area?

It is important to maintain up-to-date awareness of changing conditions and requirements. See the [WMATA Website](https://www.wmata.com) for information regarding travel on the Metro system. Please check the [DC Reopens website](https://www.dc.gov) regularly for information from the D.C. government regarding current health regulations and guidelines.

Current local and national guidelines regarding plane, train, and bus travel require face coverings and other precautionary measures. Students who are traveling should check with the airline, Amtrak, etc., and maintain up-to-date awareness of changing conditions and requirements.

Will parking be available on campus?

Institute student's will be able to purchase a campus parking permit, or they may also park at the Saint John Paul II National Shrine after obtaining a parking permit through the Institute office.