Introduction

The University at Albany is committed to providing an excellent education for every student in an environment that maintains the health, safety and well-being of our entire campus community.

Our success in meeting this mission begins with building a Fall 2020 semester that provides a rich academic and campus experience even though the semester will look quite different than our traditional fall terms. To do this, we have developed an academic plan that meets the needs of our students by providing a full slate of classes offered in multiple delivery options across the curriculum.

Additionally, the campus plan ensures that students have the opportunity to reside on campus and participate in a variety of engagement activities throughout the semester.

We understand how much students want to return to the campus, and we are excited to begin the fall term with you. However, as you know, COVID-19 presents us all with many new challenges as we work to create a safe and healthy campus. These challenges will require a commitment to shared responsibility in which each of us is accountable to one another and engages in behaviors that ensure the health and wellbeing of the entire UAlbany community. To this end, it is critically important that you familiarize yourself with all COVID-19 related policies and procedures in the classroom and on campus and adhere to these policies so that we can remain safe and on campus.

Given the continued shifting conditions of the COVID-19 pandemic—the following guidelines are presented with the understanding that we will need to respond and adapt to changing public health requirements as they emerge.

Therefore, this guide may be updated from time to time. For the most current information, we encourage you to regularly check the UAlbany COVID-19 website at https://www.albany.edu/covid-19.
START DATE
Classes start on Monday, August 24th, 2020.

LABOR DAY
All classes will be in session on Labor Day, Monday, September 7, 2020.

FALL BREAK
There will be no fall break. All classes will be in session Monday, October 12th, 2020 – Tuesday, October 13th, 2020.

LAST DAY OF INSTRUCTION
The last day of instruction will be Tuesday, November 24th, 2020. Students living on campus will leave campus for the semester on Wednesday, November 25th, 2020.

FINALS
Finals will be held remotely for all students from Monday, November 30th, 2020 to Monday, December 7th, 2020.

Holding classes during fall break and on Labor Day will ensure that we meet the necessary instructional hours and minimize the possibility of students and employees contracting the virus while traveling and then spreading the virus to the campus community upon their return.
In order to provide a safe and accessible learning environment for our students, the courses you take in the fall semester will be offered in three different ways: in-person, online, or hybrid. Additional details will be provided about each delivery method on the COVID-19 website.

The University is moving quickly to update the Fall 2020 schedule of classes to reflect the new delivery modes. Once that process is completed in early August, students will be able to access the revised schedule of classes in the same format and on the same platforms as they have in the past. Course delivery methods will be listed in the searchable schedule of classes, via Scheduler Planner, and on MyUAlbany.

Students who are unable to come to campus will have a large array of online courses to choose from. If you wish to make changes to your schedule after your courses have been updated, you can do so through your MyUAlbany account. Please contact your academic advisor with any questions or concerns about your course schedule.

### COURSE DELIVERY

**In-Person:** All students meet in the classroom with the instructor for all class meetings.

**Hybrid Courses:** There are multiple types of hybrid courses and these can include some face-to-face meetings, some online activity, and/or alternating patterns of in-person attendance. Below is an outline of the hybrid models that will be used in the fall.

- **Hybrid – Synchronous Simulcast:** a reduced number of students in-person in the classroom with some students attending remotely. In-class students meet with the instructor in the classroom (face-to-face) at every class meeting. All other students in the class interact...
with the instructor and their peers through Zoom during the same class time (synchronously)

- **Hybrid – Blended/Reduced Classroom Meetings:** Students attend fewer in-person class sessions during the semester with a higher amount of online course activity. Students meet with the instructor in the classroom (face-to-face) for a reduced number of class meetings during the semester. Remaining class interaction with the instructor and peers occurs through Blackboard or Zoom in a synchronous or asynchronous manner.

- **Hybrid – Alternating Attendance:** Instructors will assign students in the class into two or more groups. Direct instruction (lecture) is presented online asynchronously, and each group of students meets with the instructor in the classroom (face-to-face) on alternating sessions for interactive and/or applied learning activities (e.g., discussions, computer-based activities, statistical analyses, etc.).

- **Alternating Sessions Lab:** Instructors will divide a lab section into two or more groups of students. Groups alternate sessions participating face-to-face in the lab. Students who are not in the lab are participating in online learning, which might be synchronous or asynchronous.

**Fully Remote Courses:** A fully remote course will have no in-person meetings and all class activities will be online. There are three types of fully remote courses:

- **Synchronous:** Class interaction with the instructor and peers occurs through Blackboard or Zoom during the scheduled class meeting times.
- **Asynchronous:** Class interaction with the instructor and peers occurs through Blackboard or Zoom without real-time interaction.
- **Mixed Asynchronous/Synchronous:** Class interaction with the instructor and peers occurs through Blackboard with some scheduled synchronous sessions via Zoom.

**COURSE MATERIALS**

Students are encouraged to order course materials in advance for delivery to their home address prior to coming to campus. The bookstore also recommends selecting available digital formats to have immediate access to course materials should printed materials experience any shipping delays.

On campus, the bookstore hours and traffic patterns will be changed to allow appropriate physical distancing and may involve limiting the number of people in the store at any specific time and/or having separated book pick up areas. Please refer to the Fall 2020 UAS Services Guide for more detailed information and updates on the bookstore and other UAS services.
Supporting the health and safety of all members of our campus community is a top priority. All members of the University have an important role to play in keeping our fellow students, the University, and the surrounding community safe by doing our part to stop the spread of COVID-19.

To help ensure the health and safety of everyone, all students will be required to adhere to the following expectations both on and, where applicable, off-campus. It is only with the help and support of each student that we will be able to take effective steps to address the critical consequences of the COVID-19 global pandemic and keep our campus and community safe.

Students shall participate fully and honestly with the campus faculty and staff as they respond to COVID-19 related issues on campus. Students who fail to follow the University’s expectations will be in-violation of the University’s code of conduct, Community Rights & Responsibilities, and subject to a student conduct referral, which may result in sanctions up to and including suspension and/or dismissal (expulsion).

Students will be required to sign a pledge agreeing to abide by the community expectations. Additional information about the pledge will be sent to students prior to the beginning of the Fall semester.

These expectations are continually being reviewed, updated and are subject to change, please continue to check with COVID-19 website for updates.

MANDATORY TESTING

All students who are preparing to study, visit and/or work at a UAlbany campus during the Fall 2020 semester must provide proof of a negative SARS-CoV-2 (COVID-19) test.
result, meaning the test results were normal and showed the virus was not detected.

The test must be a PCR molecular test or an antigen test; antibody tests will not be accepted.

Given reported delays for COVID-19 test results and lack of testing availability in some areas, all students should be tested as soon as possible in order to have results prior to the beginning of fall classes.

Results from tests taken on or after July 26, 2020, will be accepted. The results for all students coming to campus must be submitted before the student arrives on campus.

Students arriving anywhere in New York State from states designated under the Governor’s Travel Advisory or from countries with travel restrictions into the US must also submit negative test results to the University before their arrival, in addition to quarantining as described below.

Out-of-state students should contact Dean of Students Office at dos@albany.edu with any questions. International students should contact the Office of International Student and Scholar Services at isss@albany.edu.

If a student who is taking a fully remote course load and living at their permanent residence decides to travel to one of our campuses, they will also be required to submit proof of a negative result from a test prior to their arrival.

Fully remote students can submit a request for a waiver from the testing requirement. The request will be reviewed by the Office of the Dean of Students and a decision will be communicated to the student via University email.

UAlbany has created a portal exclusively for students to share their PCR or antigen test results. The portal will be available beginning Friday, August 7, 2020, and can be accessed via MyUAlbany.

All students, including those currently living in the Albany area, can visit the New York State Department of Health’s website to find a nearby test site. Students are responsible for arranging for testing and paying associated costs, if applicable.

Any student who receives a positive SARS-CoV-2 test result, meaning the test results showed the virus was detected, will be required to isolate and follow instructions from their local department of health.

Additionally, students who test positive cannot travel to any UAlbany campus until they receive a clearance document from their local public health officials.

Students should ask their local health department for a clearance document, which must be provided to the University in lieu of a negative test before the student arrives at UAlbany. Students can use the portal mentioned above to share clearance documents.

Students should remain at home until they have submitted a negative test result. Alternatively, hotels on Washington Avenue across from the University will have discounted rates for students.

If a student living on campus fails to provide the University proof of a negative test or clearance document before their arrival on campus, they will not be permitted to check in to their residence hall or apartment.

**SELF-QUARANTINE**

In addition to being tested, all students arriving anywhere in New York State from states designated under the Governor’s Travel Advisory or from countries with travel restrictions into the US — regardless if they plan to live on or off campus — must self-quarantine for 14 days (except to get tested for SARS-CoV-2) upon arrival in New York State.

**Out-of-state travel:** Per Executive Order, students arriving from states designated under the Governor’s Travel Advisory must complete the Online Traveler Health Form and must self-quarantine in New York State for 14 days, starting on the first day they arrive in New York State. (*Note: This does not apply to anyone passing through a designated state for less than 24 hours through the course of travel.*) Students are required to take a screenshot of the completed Online Traveler Health Form before submitting the form to share with the University. UAlbany has created a portal exclusively for students to share screenshots of their test results and completed DOH form. The portal will be available beginning Friday, August 7, 2020, and can be accessed via MyUAlbany.

The New York State Department of Health expects all travelers from states designated under the Governor’s Travel Advisory to protect public health by adhering to the mandatory self-quarantine.

**International travel:** Students arriving from countries with travel restrictions into the US must self-quarantine in New York State for 14 days upon arrival. Please reach out to the Office of International Student and Scholar Services at isss@albany.edu for specific support.
Students arriving from designated states or countries who are living on campus during the fall semester will be given no-cost quarantine housing and should arrive no later than August 9 to support the 14-day pre-arrival quarantine. Students will receive meals at $33 per day. Should the meal cost be an issue, please contact the Dean of Students Office at dos@albany.edu.

All other students should engage in a precautionary self-quarantine for 14 days before they arrive on campus, to the best of their ability. This should include wearing masks, practicing social distancing and practicing good hand hygiene.

Please read these instructions on how to quarantine.

All students must perform daily self-screening for symptoms during the 14 days before their arrival to campus. Students should use the CDC’s self-screening symptom tool or another digital COVID-19 screening tool.

If the screening answers suggest a possible COVID-19 infection, the student should self-isolate until they consult with a local medical provider or the New York State testing website for evaluation and/or testing, as needed.

Students with COVID-19 symptoms or who have tested positive for COVID-19 may not travel to any UAlbany campus until they have been declared free of COVID-19 by a medical professional or their local department of health.

NYS DOH and the Albany County Department of Health reserve the right to issue a mandatory quarantine order, if needed.

Pursuant to Executive Order 205, anyone who violates a quarantine order may be subject to a civil penalty of up to $10,000 or imprisonment up to 15 days per PHL 229. Students with COVID-19 symptoms or who have tested positive for COVID-19 may not travel to any UAlbany campus until they have been declared free of COVID-19 by a medical professional or their local department of health.

NYS DOH and the Albany County Department of Health reserve the right to issue a mandatory quarantine order, if needed.

Pursuant to Executive Order 205, anyone who violates a quarantine order may be subject to a civil penalty of up to $10,000 or imprisonment up to 15 days per PHL 229.

MONITORING HEALTH WHILE IN THE CAPITAL DISTRICT/UALBANY CAMPUS

Students must monitor themselves daily via a digital COVID-19 self-screening tool, such as the CDC self-screening symptom tool. The CDC will continue to have the most up-to-date list of symptoms. Anyone visiting a UAlbany campus is asked to monitor their symptoms and stay home if they are sick. Additionally, students and employees are asked to follow these policies each day

Currently, COVID-19 symptoms may include one or more of the following: cough, shortness of breath or difficulty breathing, fever of 100.4°F or higher or chills, congestion or runny nose, muscle or body aches, loss of taste or smell, sore throat, fatigue, headache, nausea or vomiting, and/or diarrhea.

If a student has symptoms that suggest a possible COVID-19 infection, the screening tool will advise they self-isolate until they consult with a medical provider — such as Student Health Services, a local Urgent Care facility or their personal clinicians — or the New York State testing website for evaluation and/or testing, as needed.

As with any illness, students who are ill will be encouraged to seek appropriate medical care through Student Health Services (SHS). Students who present with COVID-19 symptoms will be asked to call ahead of time, instead of walking into SHS.

TESTING & TRACING

Any student or employee who exhibits symptoms will be promptly referred for SARS-CoV-2 (COVID-19) testing and instructed to self-quarantine.

The University’s Contact Support Team will work closely with the Albany County Department of Health and New York State officials to support contact tracing efforts, in the event a campus community member tests positive for SARS-CoV-2 or is otherwise exposed to the virus.
QUARANTINE & ISOLATION FOR STUDENTS

If, during the semester, a student tests positive for SARS-CoV-2 or is identified as having been in contact with someone who subsequently tested positive, they will be provided instructions by the Albany County Department of Health for isolation and quarantine.

If a student who lives on campus needs to be isolated or quarantined, we will ask them to return to their permanent home until they are safe to return to campus.

If a resident student has extenuating circumstances that prevent them from leaving campus, arrangements will be made for them to isolate or quarantine in Albany.

For students who live in campus housing, roommates and suitemates who have a bathroom inside their room, suite or apartment will be treated as a “family unit” and if a student within a family unit is awaiting test results, the entire family unit may be instructed to quarantine together in their current space. Please review the COVID-19 website for additional information about on-campus quarantine (https://www.albany.edu/covid-19/planning-fall-2020/health-safety)

Students who fail to follow expectations will be in violation of the University’s code of conduct, Community Rights & Responsibilities, and subject to a student conduct referral — which may result in sanctions up to and including suspension and/or expulsion.

ON CAMPUS PROTOCOLS AND EXPECTATIONS

Wear a Face Mask or Face Covering: All students are required to cover their nose and mouth with a mask or face covering inside all buildings and outside when distancing (at least six feet) cannot be achieved. This includes wearing a face mask/covering at all times while attending in-person classes. The only exception to this is when students are inside their residence hall room, their private home, or their private office.

Maintain Physical Distance: As students enter, exit, or move about buildings, and when outdoors, students shall maintain at least six feet of distance from others.

Check My Seating Location: In the classroom, desks and other furniture are spaced or marked off to achieve at least six feet of physical distance. Students shall follow these markings and only sit in designated seats. Do not move chairs or furniture or remove the distance markings off of classroom furniture.

Follow Recommended Hygiene Practices:
- Wash your hands frequently using soap and water for at least 20 seconds;
- Use hand sanitizer that contains at least 60% alcohol, when you cannot wash your hands;
- Sneeze or cough into a tissue, dispose of the tissue in a trash receptacle, and wash or sanitize your hands immediately.

Clean and Disinfect Spaces: The University regularly cleans and disinfects publicly used surfaces and objects that are frequently touched, including doorknobs, light switches, desktops, sink handles and countertops. Beyond these measures, students shall use sanitizer and/or disinfectant to clean areas they use in the classroom, laboratory, meeting rooms, or other spaces, both before and after use. In the Residence Halls, students shall keep personal space, shared common space, and belongings clean.

OFF CAMPUS PROTOCOLS AND EXPECTATIONS

Students are highly discouraged from hosting and/or attending off-campus social gatherings.

Students will be expected to abide by the Governor’s guidance with respect to facial coverings while off-campus. This includes wearing a facial covering while in public and within six feet of distance from other individuals; or in a situation or setting where they are unable to maintain six feet of distance from other individuals; or in a public or private transportation carrier or for-hire vehicle.

Students shall wear facial coverings while inside businesses (grocery stores, banks, malls, etc.) that require the use of such protective equipment.

COUNSELING AND PSYCHOLOGICAL SERVICES (CAPS)

It is normal to experience some psychological distress and a range of emotional reactions to an evolving global health situation, such as COVID-19. If your distress is interfering with your relationships, academic, work, or daily life, confidential support is available to you. Contact Counseling and Psychological Services (CAPS) at 518-442-5800 or consultation@albany.edu to schedule an appointment with a psychologist. Virtual counseling services are available. The CAPS website also contains self-help resources and other valuable information.
Learning Environment and Classroom Protocol

CLASSROOMS

In order to accommodate physical distance of 6 feet between students and between faculty and students, classroom capacities were adjusted based on room size and seating options. In fixed seat rooms such as the Lecture Center (LC’s) – the capacity was reduced to approximately 20% and in traditional classrooms with moveable seating the capacity was reduced to generally 40%.

CLASSROOM TECHNOLOGY

All instructional spaces will be equipped with audio-visual (AV) capability to support web conferencing for a distance education instructional delivery. This enables instruction to be broadcast to some or all students either synchronously or to be recorded for asynchronous viewing.

- **Blackboard**: Blackboard is an online teaching platform used by the University at Albany. Each online and hybrid course will have a section on Blackboard prepared and managed by the instructor. Through Blackboard, students will be able to receive resources for the course, interact with the instructor and peers through discussion posts, and submit assignments and received grades. Each instructor will choose to what extent Blackboard is used based on the learning outcomes of the course. Students will be required to sign in to Blackboard for each course and monitor student use of this platform. For more information on how to use Blackboard please go to: [https://help.blackboard.com/Learn/Student?utm_source=odhm](https://help.blackboard.com/Learn/Student?utm_source=odhm)

- **Zoom**: Zoom is a video platform that allows multiple people to interact at once in a meeting and lecture format. Zoom offers video, audio, wireless screen-sharing, polling and breakout rooms. The following resources are available to help you learn about Zoom:
Get started on Zoom, learn the basics, and explore more features. All University at Albany students will have access to a University Zoom account by using their Albany NetID and password credentials.

CLASSROOM ATTENDANCE

If you are enrolled in hybrid or in-person courses you will be spending some time in the classroom and you will need to follow the new protocols for classroom attendance. Your instructor will communicate with you the attendance pattern for each of your courses – students will be expected to strictly adhere to the attendance pattern established by each course instructor in order to maintain classroom safety.

If you are experiencing any illness, especially symptoms of COVID-19, DO NOT attend class. Please contact the Student Health Services at 518-442-5454 and email your professor to inform them you are going to be absent.

ABSENCE ACCOMMODATIONS

Students are expected to notify faculty of absences, including for illness.

For undergraduate students, the Office of Undergraduate Education will only request academic accommodations for significantly prolonged absences (more than 5 calendar days in a row) or in exceptional circumstances. In all other cases student should work with their instructor to address any missed classes and coursework.

For graduate students, the Graduate School does not provide letters of excuse for student absences, except in extreme situations. Students and faculty are expected to work out any necessary accommodations.

FACE COVERINGS IN CLASSROOMS

As in other areas of the campus, students will be required to wear a mask or face covering when attending an in-person class.

Should a student forget to wear a mask to class, disposable masks will be available in central locations across campus during the first two weeks of the semester. Signs across campus, behavioral norm messaging, and syllabus instructions will be used to clearly articulate and reinforce the in-class policy.

Faculty can require a student to leave the classroom if they refuse to wear a mask.

CLEANING DESK AND STUDENT WORK AREAS

Students are encouraged to clean their classroom seating areas with disinfectant prior to use.

LAB CLASSROOMS

Given space limitations for lab attendance, many lab courses have selected alternating attendance to conduct in-person lab work with streaming or alternative work assignments for students not attending in person.

Guidance on the cleaning protocols and Personal Protective Equipment (PPE) necessary in lab space will be determined by CDC guidelines and specific requirements will be determined with the department based on the needs of the individual courses and assigned lab space.
ACADEMIC INTEGRITY

Despite the unusual times, the University at Albany maintains its commitment to the special responsibility of academic integrity and truth that binds us together as a community of scholars, a responsibility embodied in the Standards of Academic Integrity outlined in the Undergraduate and Graduate Bulletins.

It is the responsibility of every student to be aware of the standards of academic integrity at the University, as articulated in the Undergraduate and Graduate Bulletins. Cheating is prohibited, regardless of how a course is taught, and violations of academic integrity will be reported to the Dean of Undergraduate or Graduate Education and may be referred to the Office of Community Standards. In response to changes in instructional modality, the University has expanded its online proctoring and monitoring of sites that encourage student cheating and dishonesty.

For more information on how to avoid violations of academic integrity please visit this University at Albany Library Resource page: https://library.albany.edu/infolit/playlists/academic-integrity

TUTORING

The University has significantly expanded the availability of online tutoring in the fall. We have partnered with NetTutor and this option will be available to students through the Blackboard component of many courses.

Additionally, many of the University’s tutoring offerings will be available online for the fall semester. Students will be able to request tutoring using the TutorMatch button on the A+ webpage.
Information regarding the tutoring offerings for campus partners (CARSS, IBASS, Economics, Math Lab, etc.) will be updated regularly on the “Other Academic Resources” page of the A+ Tutoring and Academic Support website (https://albany.edu/ascplus).

**LIBRARY SERVICES**

Our librarians are available to assist students with their research questions 24/7 through chat, email and telephone. They will also provide one-on-one virtual research consultations upon request. The libraries also provide assistance through information literacy tutorials, in-depth subject guides and online workshops. The libraries’ website at library.albany.edu provides access to librarians and collections as well as current news about events happening at the library.

**DISABILITY RESOURCE CENTER (DRC)**

The Disability Resource Center (DRC) supports and empowers students by providing services to students who request it. The DRC helps students with reasonable accommodations, providing special masks and hoods for students or faculty who have students that are deaf or hard of hearing, E-text access, adding captions to PowerPoint slides and to Zoom meetings, and accommodation letters upon request. For more information please visit their website: https://www.albany.edu/disability/
OWNING A COMPUTER/LAPTOP

All students are strongly encouraged to own a laptop computer for optimal academic success at UAlbany. While tablets or smartphones can be used as supplemental devices, a laptop is the best portable tool for students to successfully write papers, conduct research, attend remote classes, and to collaborate with instructors and fellow students.

Given the fluid nature of the COVID-19 pandemic, having a laptop is an important tool for each student to be able to successfully complete their course work from school, home, residence hall, or other remote location.

WHAT KIND OF LAPTOP SHOULD I PURCHASE?

The below information will assist you in choosing a reasonably priced laptop that meets most students’ needs. We recommend students purchase a laptop with Microsoft’s Windows operating system. The Windows operating system works best with various software that a student may be required to use.

- A minimum of 8 GB RAM (16 GB is preferred)
- At least 256 GB hard drive space
- A microphone and camera (built-in or purchased separately)

ITS suggests only using Chromebooks, tablets and other portable equipment as secondary devices.

All students have access to OneDrive for Business cloud storage and may install Office 365 applications on up to 15 devices free of charge. For information on technology discounts, log into MyUAlbany and visit the Technology Resources section.

For more information, consult Get Ready with ITS – New Student Guide to Technology at UAlbany or visit the ITS website.
CAN I OBTAIN FINANCIAL ASSISTANCE TO PURCHASE A LAPTOP?

Some students may be eligible for financial assistance through one of the below two programs:

- **CARES Act Grant:** The Coronavirus Aid, Relief, and Economic Security (CARES) Act is a federal effort that includes provisions designed to deliver emergency assistance to students and higher education institutions impacted by the coronavirus. One type of eligible expense includes technology (i.e., a laptop). To learn more about this program and your potential eligibility, visit the CARES Act Grant website.

- **Financial Aid One-Time Cost of Attendance Increase:** Some students who are eligible for Financial Aid may qualify for a one-time cost of attendance increase for the purposes of purchasing a computer (laptop). This option is effective if a student has remaining aid to use or is able to secure another source of aid (alternative loan, PLUS, or scholarship). To see if you qualify, contact a Financial Aid Advisor by email, by phone at (518) 442-3202, or by visiting the Financial Aid website.

SOFTWARE NEEDS

Information Technology Services has a large catalog of programs to help you meet your needs. From Microsoft Office Suite to Skype for Business, the software solution is available for students. For more information on software available for students, please visit their software catalog website: [https://wiki.albany.edu/display/public/askit/ITS+Software+Catalog](https://wiki.albany.edu/display/public/askit/ITS+Software+Catalog)
Academic Advisement

Navigating the new “normal” of the 2020-2021 academic year can be complicated. Your advisor is here to help you with these changes and serves as a primary resource when you have questions or concerns.

While advisement may look different this year with more virtual meetings and distanced in-person conversations, the commitment to you and your success remains unchanged.

CURRENT UNDERGRADUATE STUDENTS

If you are not sure how to contact your advisor, click on the “Academics” tab of MyUAlbany, and click on “Advisor Information” under the Academic Summary section.

Academic Support Center (ASC): the Academic Support Center will continue to offer virtual advising to all University at Albany undergraduate students Monday-Friday from 9 am to 12 pm and from 1 pm to 4:45 pm via the Zoom meeting platform. For more information, please visit their website at: https://www.albany.edu/advisement. If you have difficulty with the virtual link, please contact the Academic Support Center for assistance (advisor@albany.edu).

EOP STUDENTS

EOP students should continue to work with their academic advisors in EOP to navigate and concerns or transitional issues.

GRADUATE STUDENTS

New students should contact the graduate director or advisor listed in your admission letter to select courses.
and obtain an Advisement Verification Number (AVN). Returning students should work with their academic advisor to select and register for courses.

**INTERNATIONAL STUDENTS**

We understand that this situation holds unique challenges for our international students and we want to reaffirm our commitment to you and your academic success during this time. In addition to support from your advisor, the International Student Scholar Services (ISSS) continues to provide services and support to the University at Albany’s international student population. We will work individually with each student to ensure that their course schedules are in compliance with current U.S. visa regulations.

All international students are encouraged to read the letter from our Interim Vice-Provost for Global Strategy and Dean of International Education to learn more about the work we are doing to ensure your continued engagement and success at the University at Albany.
Housing and Residential Life

We look forward to your arrival on campus! The mission of the Department of Residential Life is to create and sustain inviting, intellectual, and inclusive living communities that foster students’ academic success, personal growth, and overall well-being. Our goal is to provide you with a living environment that is conducive to your academic success and a place for you to make new friends, participate in fun and informative programs, and to take advantage of all the resources available to you as a student.

In the coming weeks, students living on campus will receive four emails, or more, that provide the most up-to-date and additional information about residential living for this year. Please be sure to check your UAlbany email!

- **July 30, 2020 – Assignment Email Overview:** provides information and instructions regarding the Assignment Email that will go out on August 3, 2020. The goal of this communication is to ensure that students have more detailed check-in information, specifically regarding making a check-in appointment.

- **On August 3, 2020 – Assignment Email:** provides your Quad or Apartment Complex, building, suite or apartment number, bedroom number, mailbox number, and roommate, suitemate, or apartment-mate names and contact information. Students will also receive the link to choose their check-in date and time.

- **August 10, 2020 – Check-in Details:** provides students with information specific to their Quad or Apartment Complex regarding check-in procedures. This communication includes maps, contact information, and written instructions.

- **August 15, 2020 – Welcome Email:** a friendly hello from the Resident Director or Apartment Coordinator. This email provides information regarding section meetings and specific information about their building.
CHECKING-IN TO YOUR RESIDENCE HALL OR APARTMENT

For the check-in schedule, please visit: https://www.albany.edu/housing/movein.shtml

To check-in, students must select a check-in date and time to assist in reducing the number of students and guests checking in at one time. The link to the online check-in reservation system is in the August 3, 2020 Assignment Email.

Students may bring a maximum of two (2) guests to help them move-in. Guests must leave the campus by the end of the student’s assigned check-in to allow for the next wave of students to check-in.

To respect physical distancing and the health and safety of all, roommates cannot check-in at the same time. Once one roommate selects a check-in appointment online, it becomes unavailable to the other roommate. This process is specific to the bedroom; thus, another student(s) in the suite may be checking-in at that time. Wherever possible, we ask that suitemates work to check-in on different days and times. This policy impacts the four traditional Quadrangles & Freedom Apartments.

On Empire Commons & Liberty Terrace, the online system only restricts reservation times for roommates, therefore we encourage residents of Empire Commons and Liberty Terrace to communicate with their apartment-mates to discuss their check-in plans. Your apartments have single-occupancy bedrooms; thus, students in these areas do not have a roommate with whom they need to balance the move-in process. For this reason, to facilitate physical distancing between residents and guests, we ask that students within an apartment work together to determine arrival times.

WHAT TO BRING TO CAMPUS?

Please visit: https://www.albany.edu/housing/whattopack.shtml for a list regarding packing for campus. However, concerning Fall 2020, we advise that you pack lighter than usual, and prioritize bringing cleaning supplies, face coverings, toiletries (especially for handwashing), and a laptop/computer/tablet for online classes and other events.

RESIDENT STUDENT RESPONSIBILITY & GUEST POLICIES

Resident students are required to wear a face covering upon exiting their suite or campus apartment beginning Fall 2020 until further notice. Residents who reside in suites with communal bathrooms may remove the face covering while in the bathroom, but must wear their face covering while in the hallway of the building.

Beginning Fall 2020 until the Department of Residential Life modifies this policy, residents are allowed to host other campus residents as guests within their apartment/quad suite ONLY from 7:00 A.M. – 9:00 P.M. Sunday through Thursday and from 7:00 A.M. – midnight on Friday and Saturday – NO overnight guests are allowed. Residents are allowed a MAXIMUM of two guests per bedroom and these guests must be campus residents. Guests are subject to the same rules, regulations, and expectations as their host and the host bear the responsibility for informing the guest of the rules, regulations, and expectations in advance. Additional details about this policy are provided in the Residence Halls and Apartments License 2020-2021.

ACCOMMODATIONS

We will ease our two-year residency requirements to allow students who live more than 50 miles away from campus to take classes remotely from their home if they choose to do so. We’ve also made a limited number of single rooms available, upon request, for new first-year and transfer students.

To request disability-related housing accommodations, please contact the Disability Resource Center at DRC@albany.edu. To request medical-related housing accommodations that are not disability-related, please contact Student Health Services at healthforms@albany.edu. You’ll be required to supply information and/or documentation that supports your request for accommodations.

THANKSGIVING BREAK

During Thanksgiving break the University Apartments will remain open. The Quads will close to all residents on Wednesday, November 25, 2020 and will not reopen until the start of the spring semester. Students, as they have in the past, may keep their belongings in their room/suite. However, students should take all valuables, medication, and other necessities with them for the extended break, as they will not have access to their belongings until the halls reopen for Spring 2021.
**FALL SEMESTER ROOM RATES**

We have adjusted the Fall semester rate for students residing in one of the four traditional Quadrangles. The adjustment is based on the academic calendar. Although you are billed by semester, the contract is for the full academic year. There will be no room rate adjustment for University Apartments, as they will be open after Thanksgiving Break.

**SPRING 2021**

Students who wish to live on campus for Spring 2021 may sign up around November 1, 2020, by returning to the MyUAlbany portal, clicking ‘Campus Life’ at the top of the page, and then ‘Housing Application’ on the left navigation.

**OUR LICENSE**

To Review the on-campus residential license, please visit: https://www.albany.edu/housing/license.shtml
Meal Plan and Dining

All meal plan requirements are in effect as per the 2020-2021 Housing License with the following changes:

- The myUnlimited Meal Plan has been replaced with the myGreatDane Meal Plan, which still allows students to dine every day, at every scheduled meal period.
- Fall meal plan prices and Discount Dollar allocations have been adjusted due to the changes in the academic calendar.

While the number of students on campus will ultimately determine the dining options available, Resident Dining menus and service delivery have been altered as follows:

We will utilize a “to-go” style service delivery for meal options and there will be limited seating in dining areas.

The CBORD Mobile ID App is the preferred method for contactless payment and meal swipes. When physical cards must be used, students must use the customer-facing swiper. Cash payment is not available.

While staff will continue cleaning and disinfecting as per all guidelines, it is highly recommended that students wipe down surfaces with disinfectant prior to use. There will be disinfectant wipes at various locations around campus for the University community to use to sterilize any areas with which they will come into contact. Regular use of hand sanitizer and proper hand washing is recommended.

Some Retail Dining venues have been consolidated, closed or modified. Check online for what is open and hours of operation.

A mobile food ordering app has been adopted for advanced, contactless ordering for pick-up at most retail locations. Menus have been streamlined for quick service delivery, including adding grab-and-go snacks and meals.
Add funds online or via the Mobile ID Card App at any time (i.e., Munch Money, Podium, or add-on Discount Dollars).

**PHYSICAL DISTANCING WHILE DINING**

Eating at counters in dining rooms is not allowed and seating in the Campus Center is limited. Where seating is available, it has been arranged to help with distancing so furniture should not be moved or rearranged to ensure that physical distancing is properly maintained.

As in other areas of the campus and classrooms, students are required to wear a mask or face covering when using in-person dining services. A student can be asked to leave the dining area if he/she refuses to wear a mask when not eating.

Please refer to the Fall 2020 UAS Services Guide for more detailed information and updates on dining and other UAS services (i.e., ID card, bookstore, laundry, MicroFridge, banking, Zipcar, and personal property insurance). We suggest you bookmark this online guide as it will be updated as we progress into/through the Fall semester.
WELCOME EVENTS

Students and administrators are working together to develop both in-person and virtual student life events to ensure new and returning students can connect and be prepared as the new academic year begins. More information will be available when the calendar of events is finalized.

STUDENT ORGANIZATIONS

Student organizations are active and will continue to be in the Fall. For updates and a listing of currently active organizations, please visit MyInvolvement.

ATHLETICS

Fall 2020 Division I sports competition has been postponed until Spring 2021. Practices and team activities may continue consistent with federal, state, local and NCAA rules.

UAlbany and the America East Conference will continue to monitor public health locally, regionally, and nationally and provide future updates as decisions are made regarding winter sports.

The Colonial Athletic Association will explore the possibility of conducting a football season during the Spring 2021 semester.

CAMPUS RECREATION

With the rapidly developing situation regarding COVID-19, Campus Recreation’s policies and procedures
are subject to change. All policies and procedures will follow NYS reopening guidelines for gyms and fitness centers. For the latest updates to Campus Recreations programs and facility policies please visit albany.edu/rec.

Fitness Centers
- All fitness center access (SEFCU, Indian, and Colonial) will be appointment based. Students, faculty, and staff will be required to make an appointment prior to arrival.
  - ID Card will be required upon entry.
  - For information on how to make an appointment, please visit our website.
- Hours of operation of all fitness centers will be adjusted to allow for proper cleaning between appointment blocks. Check our website for the latest schedules.
- Equipment check-outs in the fitness centers including foam rollers, resistance bands, and squatting belts has been suspended. If you require additional equipment, please bring your own.
- Only undergraduate students, graduate students with a membership, and faculty/staff will be able to make appointments in the fitness centers.

Open Recreation and Member Services
- Indoor open recreation is on pause. This includes indoor basketball and racquetball court use.
- Equipment check-outs including basketballs, racquet equipment, and soccer balls are suspended.
- P.E. locker rooms will be available for changing, restroom, and shower use. Locker rentals and day use locker access is suspended.

Club and Intramural Sports
- Club sports will operate on a case by case basis. Club E-Boards will work closely with Campus Recreation to establish appropriate and safe operational plans.
- Larger intramural leagues (i.e. flag football, soccer, and basketball) have been postponed until further notice.
  - When it is safe and appropriate to reopen leagues, they will be posted on IMLeagues with information on how to register.

Group Exercise and Wellness Programs
- Group exercise classes will be held virtually and will transition to in-person when it becomes safe and appropriate to do so.
  - If a class requires equipment (i.e. yoga mats) participants will be required to supply their own.
- Wellness programs will be held virtually and transitioned to in-person if allowed per NYS guidelines. Register in advance to attend in-person wellness programs.

Outdoor Pursuits
- Outdoor pursuits will be on pause.
  - Outdoor pursuits will be offering ways to remain active while socially distancing. This includes things to do both on and off campus (i.e. purple path, tennis, and local Albany area hikes and walks to go on).