

#ONEUSF



STUDENT GUIDANCE for Fall 2020

FIRST EDITION: AUGUST 10, 2020

Table of Contents

Introduction	4
Informative Quick Links	5
Message from the Vice President of Student Success	6
Message from the Student Government President	7
SECTION 1: General Public Health Considerations	8
1A. Campus Health and Safety Standards	
1B. COVID-19 Spread and Symptoms	
1C. Mitigation Procedures	
1D. Physical Distancing	
1E. Face Coverings	
1F. Hand Hygiene and Other Precautions	
1G. Disinfection	
1H. Symptom Survey and Daily Checks	
1I. COVID-19 Testing	
1J. Completion of Required USF Covid-19 Training	
1K. Conduct Expected to Support USF Safety and Health Standards	
1L. Mental Health Considerations	
1M. USF COVID-19 Phases	
SECTION 2: Academic Calendar	17
SECTION 3: Student Responsibilities	18
3A. Classroom Responsibilities	
3B. Utilizing Faculty Office Hours	
3C. <i>Proctorio</i>	
3D. Student Accessibility Services	
3E. Health and Safety Preparedness	
3F. Campus Residence Halls	
3G. Stay Informed	



SECTION 4: Learning in a Hybrid Environment 21

- 4A. Overview
- 4B. Libraries and Study Spaces/Groups
- 4C. Computer Labs
- 4D. Tutoring
- 4E. Academic Advising
- 4F. Internships and Cooperative Education
- 4G. Travel and Study Abroad
- 4H. Bookstores
- 4I. Research Labs
- 4J. Thriving in an Online Environment

SECTION 5: Student Activities and Engagement 25

- 5A. Overview
- 5B. Student Gatherings and Study Groups
- 5C. Event/Program/Group Activity Approval Process
- 5D. University Events and Programs
- 5E. Student Organizations
- 5F. Fraternities and Sororities
- 5G. Recreation Facilities/Activities
- 5H. Intramurals and Sports Clubs
- 5I. Lounge Areas

SECTION 6: Student Support Resources. 28

SECTION 7: Support for Students with Symptoms or COVID-19 32

- 7A. Students with COVID-19 Symptoms
- 7B. Students in Isolation
- 7C. Students Who Test Positive for COVID-19



Introduction

The University of South Florida is committed to providing excellent education and services while supporting the health and wellbeing of the USF community, across all campuses, during the COVID-19 pandemic. This will be a shared responsibility for those students, faculty, and staff returning to campus. This document provides students with health and safety guidance and an overview of services and activities as you plan your fall semester at USF.

This is a living document that will be updated as conditions change and posted on the USF Coronavirus website at www.usf.edu/coronavirus.

Informative Quick Links

For the latest updates on university operations and facilities, regularly visit the **USF Coronavirus website** at www.usf.edu/coronavirus/index.aspx. Key information for students can be found with these links:

- **Opening of Campus Services:** www.usf.edu/coronavirus/returning-to-campus/opening-campus-services.aspx
- **Student FAQs:** www.usf.edu/coronavirus/students.aspx
- **International Students**
 - **FAQs:** www.usf.edu/world/international-services/about-us/faq.aspx
 - **Enrollment Guidance:** www.usf.edu/world/about/news/2020-updated-international-enrollment.aspx
- **Current Student Toolkit:** www.usf.edu/academic-continuity/student-toolkit/index.aspx
- **New Student and Parent Toolkit:** www.usf.edu/academic-continuity/new-student-parent-toolkit/index.aspx
- **USF Returning to Campus Document(s):** www.usf.edu/coronavirus/returning-to-campus
- **Return to Regular University Operations In COVID-19 Environment Policy Policy draft and any updates:** www.usf.edu/general-counsel/regulationspolicies/new-proposed-regulations-policies.aspx



Message From the Vice President of Student Success

Dear Students,

With the beginning of the Fall semester just around the corner, I want to share with you the first edition of **USF Student Guidance for Fall 2020**. This document will help you prepare for the opening of our new academic year on August 24 in these unprecedented times of a global pandemic. I urge you to take the time to read this important document and bookmark the online [Current Student Toolkit](#), another go-to resource offering helpful information.

At the outset, please know that student success remains an unwavering commitment by the University of South Florida. We remain steadfast in our belief that every student can and will succeed. The pandemic has not changed this core value. For months now, every office across the university has been planning and working non-stop in preparation for fall to ensure flexibility for your success. An extensive set of course offerings for Fall 2020 has been developed that will allow you to study, learn, progress, and graduate on time. So, too, we have made sure that all services – from advising to careers, from wellness to campus recreation – are available in different forms. Many will be hybrid or remote, but some will be in-person, and we sincerely hope that, as conditions improve, additional face-to-face services will be offered.

As we continue to track the course of COVID-19, you should know that USF's decisions will be guided by epidemiological data and the most current scientific findings. I know you are concerned about current levels of community spread and the potential threat to you, family members, and friends. My thoughts are with those in our community who have been directly impacted by the virus. Please know that USF has made significant health and safety provisions across our campuses by placing thousands of signs and floor decals, installing hundreds of plexiglass screens, using thousands of feet of barricade tape to help maintain physical distancing, installing dozens of hand sanitizer vending machines, plus numerous other measures both in and out of our classrooms.

Returning to campus safely is a shared responsibility for students, faculty, and staff. Everyone will be required to comply with USF expectations regarding daily symptom checks, regular handwashing, sanitizing spaces, physical distancing, mandatory face covering, and following positive testing and self-isolation protocols.

We will provide you with additional information as it becomes available and decisions are forthcoming. In closing, I'd like to take this opportunity to thank all of you in advance for your help in coming together as one USF community. Go Bulls!

Paul Dosal, Ph.D.

Vice President for Student Success

Message From the Student Government President

Welcome back USF Bulls!

It has truly been a summer full of unexpected challenges. However, like many of you, my excitement grows as the University makes plans to provide a safe return for students this fall. Whether you are a new student coming to USF for the first time or a returning student, campus life as we know it has dramatically changed. With this newfound world we live in, health and safety are of the utmost priority as we all transition back to campus. Your Student Government wants you to know that our university is primed for your success as a student despite the obstacles the coronavirus has placed before us. Although the university environment may feel much different with social distancing guidelines and face coverings, there are still so many amazing ways to engage with other students. We must now approach our college experience with a different lens of viewing and doing.

This summer, we saw countless new virtual programs that will continue throughout fall come to life through student engagement offices on all three campuses. With the hard work of our campus departments, many of our beloved USF traditions will still be happening in a virtual setting and I am so excited to continue to share in these special moments with fellow students!

Although living among COVID-19 has become our new normal, it is important that moving forward into the upcoming semesters that we continue to individually do our part in protecting those around us to keep our greater community safe. Every student, faculty member, and staff member will be required to comply with USF expectations regarding daily symptom checks, regular handwashing, sanitizing spaces, required physical distancing, mandatory face covering, and following protocols for positive testing and self-isolation. Your Student Government is dedicated to your success as a student and we encourage you to utilize the online [Current Student Toolkit](#) to help you navigate the new campus culture for the upcoming year.

If you have any questions, concerns, and/or recommendations please send them our way. As your elected or appointed officials and the voice of the student body, we are here to represent you. Please contact us as needed at studentgovernment@usf.edu or sg-president@usf.edu. There is nothing quite as satisfying as the college experience and it truly is a once in a lifetime experience even during uncertain times. However, it is now more than ever that we feel the unwavering community support and bond of the USF family. Wishing you the best year ever.

See you soon!

In Bull Pride,

Claire Mitchell

USF Student Body President/Board of Trustee Member

University of South Florida Student Government

Section 1

General Public Health Considerations

1A. CAMPUS HEALTH AND SAFETY STANDARDS

USF students, faculty, and staff will be returning to on-campus classes, residency, and activities in a phased approach; this includes but is not limited to students in classrooms, residence halls, dining areas, and offices. When planning for the return to campus, students must comply with university health and safety standards.

- Students should monitor the university's website for current student guidelines.
- University leadership will continue to promote measures designed to maintain a healthier, safer campus.
- All students, faculty, staff, and visitors must follow the university's health and safety policies and guidelines in order to access, use or visit campus. All students, faculty, staff, and visitors must familiarize themselves with the guidelines and protocols before returning to campus.
- A student's failure to comply with the university's health and safety policies and guidelines, may result in one or more of the following:
 - Immediate removal from campus building, housing, classroom or other learning environment.
 - An instructor submitting an academic disruption report for disciplinary action in accordance with the Disruption of Academic Process Regulation (usf.app.box.com/v/usfregulation3025)
 - A referral to Student Conduct and Ethical Development for disciplinary action in accordance with the Student Code of Conduct (usf.app.box.com/v/usfregulation60021)
 - Repeated non-compliance may result in an increase in the severity of imposed sanctions and outcomes.

1B. COVID-19 SPREAD AND SYMPTOMS

COVID-19 is spread from person to person via close contact with an infected individual (less than six feet), through airborne and aerosolized droplets released when a person coughs, sneezes, or talks, or by touching a contaminated surface or object and then touching one's mouth, nose, or eyes.

Coronavirus may be spread by individuals who are not showing symptoms of the disease. Symptoms of COVID-19 usually develop 2-14 days after exposure to the virus and include: fever/chills, cough, shortness of breath/difficulty breathing, fatigue, muscle or body aches, headache, loss of taste and/or smell, sore throat, nasal congestion or runny nose, nausea or vomiting, and/or diarrhea.

Certain individuals are at higher risk for contracting COVID-19 and having worse outcomes, such as: those 65 years and older, people with chronic lung disease or moderate/severe asthma, people with serious heart conditions, immunocompromised individuals, people with severe obesity (BMI³ 40), people who are pregnant, and people with

diabetes, chronic kidney disease, or liver disease. If you have one of these conditions, please consult with your healthcare provider concerning the particular risk associated with your return to campus at this time. Students aged 65 years or older auditing courses must take classes online to comply with state mandates due to COVID-19; degree seeking individuals in this age group are strongly encouraged to take classes online.

1C. MITIGATION PROCEDURES

If a student is experiencing any symptoms of COVID-19, they should stay home or in their residence hall room and inform all their instructors by phone or USF email. The student should complete their USF Daily Symptom Check (see 1H) and a representative from Student Health Services will contact the student and advise next steps. The student should self-isolate; a residential student will be given directions as to how to self-isolate or to move to a quarantine space reserved for this purpose.

If a student has had at least 15 minutes of contact with a high-risk contact, such as a household member or co-worker who tested positive, the Florida Department of Health indicates there has been high risk exposure and the student must self-isolate and follow the instructions in the paragraph immediately above.

If the student tests positive for COVID-19, they should report and upload a copy of the test results into the USF Daily Symptom Check tool (see 1H). Student Health Services will evaluate the results, the patient's symptoms, duration in isolation and make a determination as to when the student can be released from isolation. Class absences for COVID-19 will be treated with all due leniency.

Upon confirmation of a positive test, USF will contact the local county office of the Florida Department of Health of the person testing positive and the county office will conduct contact tracing. USF medical personnel will also reach out to anyone believed to be a high exposure risk to make sure they self-isolate or seek testing as appropriate.

Other measures to mitigate the spread of the virus rely on minimizing direct exposure or indirect exposure to virus-containing droplets. These measures include maintaining physical distance of six feet or greater, always properly wearing face coverings, frequent handwashing with soap and warm water for at least 20 seconds, and using hand sanitizer that contains at least 60 percent alcohol.

1D. PHYSICAL DISTANCING

All students, faculty, and staff must observe physical distancing on campus, whether indoors or outside. In buildings, follow directional signs/arrows intended to create migration (or traffic) patterns that promote six feet of physical distancing, adhere to displayed COVID-19 room and elevator capacity, and avoid congregating in hallways or stairwells. Consider taking the stairs whenever possible rather than the elevator. If a restroom is too full for safe use, wait outside in the hallway, observing physical distancing.

In the classroom, students and faculty must wear face coverings and be seated at least six feet apart from each other. Enter and exit classrooms through indicated doorways, and follow any directions marked on the classroom floors or walls for moving through the room. During long classes, breaks for "fresh air" should be allowed and face coverings should not be removed until outside the building when at a safe distance from other individuals.

1E. FACE COVERINGS

Face coverings are critical for reducing the spread of the virus. All students, faculty, and staff must wear face coverings, such as cloth masks, when indoors, unless they are alone in an enclosed private office or residence hall room. Face coverings must also be worn when outdoors in crowded circumstances where distances of six feet cannot be maintained. Given our responsibility to the larger community, the use of face coverings is strongly recommended while off-campus as well and is required when city or county ordinances so dictate. Students needing accommodations regarding face coverings must contact [Student Accessibility Services](#) to explore options. Updated university guidance on face coverings can be found at www.usf.edu/coronavirus/updates/06-19-face-covering-requirements-on-campus.aspx.

Students will receive two complimentary, washable, cloth face coverings from the university. On the Tampa campus, students can pick up their face coverings at the Marshall Student Center at the Info Desk; residential students will be given an additional face covering in the residence halls. On the Sarasota-Manatee campus, face coverings will be distributed from the main rotunda service desk. On the St. Petersburg campus, students may pick up their face coverings at the University Student Center at the Info Desk; residential students will find their complimentary face coverings in their residence hall rooms. Additional face coverings are available for purchase at the university bookstores. Students can provide their own face coverings or make their own following the instructions at www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-make-cloth-face-covering.html.

Face coverings should be worn to cover the nose and mouth. For instructions on how to properly put on, wear, or remove face coverings, visit www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wear-cloth-face-coverings.html.

The university expects students, staff and faculty to clean their personal or washable cloth face coverings daily. Instructions for washing and storing reusable face coverings can be found at www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/how-to-wash-cloth-face-coverings.html. If you use a disposable face covering, please discard it in a trash receptacle immediately after one day's use.

1F. HAND HYGIENE AND OTHER PRECAUTIONS

Individuals should wash their hands with soap and water for at least 20 seconds as often as possible or use personal hand sanitizers containing at least 60 percent alcohol (see the CDC recommendations at www.cdc.gov/coronavirus/2019-ncov/hcp/hand-hygiene.html), especially after you've been in a public place like a restroom, classroom, dining area or after blowing your nose, coughing, sneezing, or touching your face.

Hand sanitizer stations are available throughout the campus for students' convenience. In addition, hand sanitizer vending machines have also been placed around campus to ensure access to a ready supply.

Other precautions to reduce the spread of the virus include:

- minimizing time spent in enclosed spaces with other individuals
- use of proper cough/sneeze etiquette (cover your cough/sneeze or project it into your inner elbow)
- refraining from touching your face, nose, mouth, or eyes.

1G. DISINFECTION

Surface transmission of the virus is mitigated by frequent cleaning and/or disinfecting of surfaces with soap and water or disinfectants appropriate for the surface being cleaned to prevent damage to it. Best-practice measures are in place on all campuses to clean, sanitize, and disinfect the university facilities and spaces daily or on a more frequent basis, including high-use public spaces.

Students, faculty, and staff must take responsibility for cleaning their immediate area, such as desks, chair armrests, computer workstations and podiums, with USF-provided supplies BEFORE AND AFTER use in classrooms, computer labs, lounge areas, offices, etc. USF will provide disinfecting supplies, including hand sanitizer and sanitization supplies, to support general mitigation measures in instructional and research spaces. Frequently touched surfaces (door handles, light switches, a podium or instructor's desk, keyboards, whiteboard markers, microphones, and student desktops) are to be disinfected before and after usage.

Custodial staff will be present to sanitize high touch surfaces as much as possible.

1H. SYMPTOM SURVEY AND DAILY CHECKS

USF will be implementing a monitoring program involving surveys and screening to help reduce risk on campus. See this link for more details: www.usf.edu/coronavirus/returning-to-campus/testing-tracing-surveillance.aspx.

All students, faculty, and staff will be **required to complete an assessment** prior to coming to campus. In late July, students received an email from USF with a link to the USF Return to Campus COVID-19 Assessment, which was to be completed by Aug. 7, 2020. Students planning to be on campus during fall semester were asked a series of questions. The results are confidential, but students may receive a follow-up request to be tested for COVID-19, depending on their responses to the initial assessment.

Starting August 24 and throughout the fall semester, all students, faculty, and staff planning to be on campus will be **required to submit daily symptom checks** in a simple (yes/no) questionnaire that must be completed prior to coming to campus or leaving their residence halls using the USF Daily Symptom Check tool. The tool can be accessed via myUSF or the USF Archivum app, which students can download from their app store. Everyone will check their temperature and determine if they have any COVID-19 symptoms. Students must be free of all symptoms to be eligible to attend in-person classes or use campus facilities and public spaces. If a student responds positively to any questions, they will be requested to stay off campus or in their assigned residence hall suite. They will receive a message from Student Health Services advising of next steps to be cleared. If a student is free of symptoms, the USF Daily Symptom Check will generate a digital Campus Pass for the day, which students must be able to show upon request. This check should be done daily even if there are no plans to come to campus that day.

1I. COVID-19 TESTING

At regular intervals, a random sample of students, faculty, and staff coming to campus may be contacted to be tested for the virus. Individuals for this testing will be selected randomly, and will be notified by email with instructions on how and where to get tested. Participants will not be charged for the testing.

USF will monitor the accuracy of all COVID-19 tests it uses to ensure the most reliable and useful tests are being used for our testing program. More information about USF's testing program can be found at www.usf.edu/coronavirus/returning-to-campus/testing-tracing-surveillance.aspx.

There are two types of testing being used for COVID-19 infections. RNA/PCR-based testing is the most common and is used to determine if an individual is currently infected. This test generally involves a nasal or oral swab to collect a sample, and results may be available a few hours or days after the sample is taken. These tests are highly sensitive and specific. A negative result only indicates that the individual was not positive for the COVID-19 virus at the time of testing but does not guarantee that an infection has not been acquired after the test was administered.

The second type is serological testing, which determines if an individual has antibodies against the COVID-19 virus, and thus, if they have been infected previously. It typically involves a blood sample and can be used to estimate how many people within the group tested have already had COVID-19, even if they are not currently ill. At this time, the accuracy of serological testing is uncertain.

1J. COMPLETION OF REQUIRED USF COVID-19 TRAINING

Before coming to campus, students, faculty, and staff are required to complete an online training module. The purpose of the training is to make sure everyone is fully informed of the university's guidelines, policies and the consequences of not following them. It is further intended to encourage responsible actions and choices and to provide tips so members of the university community can engage in collective action to promote health and safety. The student training module, *Students: Returning to Campus*, is posted in [Canvas](#) for students to complete and takes about 35 minutes.



1K. CONDUCT EXPECTED TO SUPPORT USF SAFETY AND HEALTH STANDARDS

The following table depicts the various risk mitigation strategies intended to promote the health and safety at the university. Each is accompanied by enforcement strategies intended to promote compliance. The specific action(s) taken in response to conduct that does not support health and safety standards will be fast, specific, and consistent with USF due process requirements. The behaviors and university responses listed in the matrix are not exhaustive or all-inclusive. Further information can be found in USF Policy Return to Regular Operations in COVID-19 Environment; watch for updates on <https://www.usf.edu/general-counsel/regulations-policies/new-proposed-regulations-policies.aspx>. The university reserves the right to respond to noncompliance with health and safety standards in lawful ways not described in the following matrix.

Expected Conduct	Response to Conduct that is Inconsistent with Expectations
Longer term isolation of COVID-19 positive cases as medically directed	Removal from campus, referral to Student Conduct and Ethical Development, possible interim suspension if a student, referral to Human Resources, possible disciplinary action if faculty or staff
Shorter term isolation awaiting an indicated test result as medically directed	Removal from campus, possible interim suspension if a student, possible disciplinary action if a faculty or staff
Completion of the return to campus assessment	Reminders followed by redirection when attempting to access other applications, followed by suspension of network access
Completion of periodic symptom surveys and testing	Reminders followed by redirection when attempting to access other applications; removal of access to in person services, activities and facilities
Wearing of face coverings in classrooms, group work environments, or enclosed public settings where social distancing may not be maintained	Request to comply with the guidance followed by removal from the space (e.g. class, lab, studio, building, service office, congregate spaces or a workplace), followed by consequences for disrupting the activity
Six feet of separation between other people, where signage and markings indicate such is to be maintained	Request to comply with the guidance followed by removal from the activity or space
Completion of education modules on risk mitigation and enforcement	Multiple reminders to reach goal of 90 percent of the majority of persons on campus completing the module
Local disinfecting of workspaces including offices, frequently used areas and other areas where work is conducted, including classrooms, labs, and similar spaces	Request to comply with the guidance, followed by reminders, followed by warnings

Faculty and staff will instruct students to help ensure compliance with health and safety standards, but it is the student's responsibility to comply. For example, if a student arrives at a face-to-face class without a required face covering, the following protocol will be followed:

1. The instructor should remind the student that, consistent with USF stated requirements and in the interest of everyone's health, a face covering is required to be worn, and to be worn properly, in order to attend class.
2. If available, the instructor may offer a disposable face covering to the student in the event they simply forgot.
3. If the student refuses to wear a facemask, or refuses to wear it properly, then the student should be reminded that wearing a face covering is a condition of remaining in the classroom and if he or she refuses to do so, they will need to leave the class and proceed to the office designated by the Dean or Regional Chancellor to discuss their concerns with a team, trained in conflict resolution. The instructor should call the office to alert them to the student's pending arrival.
4. If the student refuses to leave, the instructor should call the office designated by the Dean of the College or Regional Chancellor, who will send a team, trained in conflict resolution, to escort the student out of the classroom and the building. The team will engage in conversation with the student to determine their concerns and attempt to come to a resolution. (Resolution may include, for example, suggesting a different type of face covering, referring for a medical or mental health assessment, or recommending switching course modalities or withdrawing from the course). If a resolution cannot be achieved, the team will report the student to Student Conduct and Ethical Development. The team may also recommend to the instructor that the student be dropped from the course for disruptive behavior; a student so dropped will not receive a refund for the cost of the class.
5. If the team does not arrive in a timely fashion (within ten minutes), the instructor should dismiss the class, asking them to leave in an orderly fashion, to not congregate, and to plan to return in 10 minutes. If the instructor wishes to dismiss the class immediately, he or she may do that as well, again, asking the students to leave in an orderly fashion, to not congregate, and to plan to return in 20 minutes.
6. Once the class reconvenes, the instructor should give the students in the class a moment to ask any questions they may have about the situation and then should resume instruction.
7. A student who leaves class but does not seek out the conflict team will be contacted by the team in an attempt to follow-up to see if they can provide any assistance to the student.
8. If a student is dropped from the course and later attempts to re-enter the classroom, they would be considered a trespasser and University Police can be called to remove them from the premises.

11. MENTAL HEALTH CONSIDERATIONS

There are a number of resources available to help students who are showing signs of stress related to COVID-19.

Counseling services are available to students and provide essential mental health services. The counseling centers are especially engaged in helping students affected by the COVID-19 emergency. These services can be accessed via secure video conference and online. [Current Student Toolkit Info](#)

The [Student Outreach and Support Office](#) can assist students of concern. They coordinate referrals of students who are needing assistance or whose behavior is disruptive or a safety concern. The referral form can be accessed at usf-advocate.symlicity.com/care_report/index.php/pid202735?.

This department works closely with the [Students of Concern Assistance Team](#) (SOCAT) who reviews the referrals and provides guidance on the outreach to the student.

This referral system is only monitored during business hours, so if there is an emergency or an extreme concern, please contact university police. SOCAT asks that any person who is concerned about a student complete and submit the referral form. Please do not just direct the student to contact the Student Outreach and Support Office themselves.



1M. USF COVID-19 PHASES

USF developed and is implementing a four-phased approach to encourage and support health and safety standards as the university resumes business operations so that faculty, staff, and students may gradually return. These four phases provide flexibility and adaptability based on current and projected developments in COVID-19 trends. Each phase limits the number of individuals on campuses, while collecting data to determine next actions.

Throughout all phases, USF's core mission and services remain unchanged; however, the university may modify methods of delivery of services along with the physical learning and work environments to reduce the risk of COVID-19 effects.

USF's full plan for phased reopening was approved by the USF Board of Trustees on June 9, 2020 and by the Board of Governors on June 23, 2020. Current information related to this plan is available at www.usf.edu/coronavirus/returning-to-campus.

It is important to note that because this situation remains fluid, these phases and how they are implemented are subject to modification, including potentially reverting to earlier phases if the situation warrants such action. No one anticipates moving into phase IV for many more months.

USF's phased approach to resuming regular operations relies on the acknowledgment and acceptance of **shared responsibility** by all members of the USF community to take individual actions that support the health and safety of all. Every member of the USF community has a personal vested interest in supporting health and safety standards.

- PHASE I: Allows for up to 25 percent of staff returning to the campuses, based on space configuration, and allows additional critical functions to be performed beyond those allowed in the planning period. USF continues to enforce strict protective measures to limit exposure of returning employees and reduce potential for community transmission of the virus.
- PHASE II: Allows for up to 50 percent of staff returning to the campuses, based on space configuration, and expanded resumption of critical services, with extensive protective measures still in place. Prepares for resumption of University operations, while continuing to limit exposure of returning employees and reduce community transition. During Phase II, the mitigation requirements remain the same as in Phase I.
- PHASE III: Allows for up to 75 percent of staff returning to the campuses, based on space configuration, and near-full resumption of critical operations. Protective measures remain in place, to limit exposure of returning employees and students, and reduce community transmission. During Phase III, the mitigation requirements remain the same as in Phases I and II.
- PHASE IV: CDC lifts physical distancing guidance, herd immunity is achieved, or the rate of transmission (Rt) in the six-county area of the university is stable below 1.0. (i.e. the average number of people who become infected by an infectious person). All community members return to campuses and normal operations resume. Protective measures necessary to limit exposure to residual circulating COVID-19 remain in place as appropriate and necessary, based on data and expert advice.

Section 2

The Academic Calendar

Because dates are subject to change due to interdependence, visit the Office of the Registrar website at www.usf.edu/registrar for the most current edition.

FALL 2020	
August 7	Summer Session B classes end Summer end of term
August 10	Non-Degree registration begins for Fall
August 11	Final grading closes for Summer Sessions A, B & C
August 14	Summer grades visible in OASIS
August 21	Last day to register for Fall 2020 without late fee
August 24	Fall classes begin
August 28	Drop/add ends, fee liability/tuition payment deadline Last day to submit Fall residency reclassification applications Fall Senior audit application deadline
September 7	Labor Day holiday; no classes & USF offices closed
September 21	Fall graduation application deadline
October 5	Fall midterm grading opens
October 16	Fall midterm grading closes
October 26	Fall final grading opens
October 31	Fall last day to withdraw; no refund & no academic penalty
November 2	Spring registration for degree-seeking students begins
November 11	Veterans Day holiday; no classes & USF offices closed
November 25	Last day of Fall classes on campus
November 26 & 27	Thanksgiving holiday; no classes & USF offices closed
November 30	Non-degree registration begins for Spring
November 30 - December 4	All classes transition online (with limited exceptions in USF Health)
December 5 - 10	Final exams week (online only) (with limited exceptions in USF Health)
December 10	Fall end of term
December 11 - 14	Fall Commencement
December 14	Start of Winter Intersession classes - Drop/Add begins Canvas closes for final grades
December 17	Drop/Add ends for Winter Intersession
December 18	Fall grades visible in OASIS
December 22	Winter Intersession withdrawal deadline
December 25	Christmas holiday; no classes & USF offices closed

Section 3

Student Responsibilities

3A. CLASSROOM RESPONSIBILITIES

Students who select face-to-face classes acknowledge that they must meet all health and safety standards required (see Section 1) in order for them to do so. If they do not believe they can comply with these measures, they should not choose a face-to-face option.

Once in a classroom, students should be considerate of others in the class by participating fully in these public health guidelines (see Section 1). This includes wearing face coverings in class, following all markings, maintaining physical distancing, and disinfecting their desk area before and after a face-to-face class.

It is everyone's responsibility to make sure all mitigation measures, including the wearing of face coverings, are followed at all times. Should a student observe that another individual in a classroom is not wearing a face covering whether that be another student, a staff person, or the instructor, the student has the right and responsibility to call this to the attention of the instructor. If the student is not comfortable doing so, or if the instructor responds in a negative or disinterested manner, the student has the right and responsibility to leave the classroom. The student should report the incident to the dean of the college or the dean of students and can be assured that there will be no academic repercussions for so reporting.

Importantly, students should communicate with their instructor promptly if they develop problems related to COVID-19, such as the need to self-isolate or to take care of themselves or family members who are sick. Instructors should provide as much leniency as possible under the circumstances.

Students are encouraged to recognize that USF faculty are dedicated to providing a high-quality educational experience for all their students. Online students should meet the minimum technology standards for each course. They should know their best learning style and select courses, whether they are online or face-to-face, that ensure their success. Students should attend class, participate fully, study diligently, and do their own work.

Students should establish a schedule for each class so that they can better keep up with the course expectations. If a student falls behind, they should consult with their instructor for options on how to catch up. They should recognize when they need to get help with the coursework. They should seek out the available tutoring services ([Current Student Toolkit Info](#)), start a study group, or talk with their instructor via email or during office hours. Students should let their instructor know when an assignment, lecture link, or other technical difficulties are encountered. They should not assume someone else will tell them.

3B. UTILIZING FACULTY OFFICE HOURS

Depending on the COVID-19 situation, faculty may not be present in person and office hours may be held online through *Microsoft Teams* or other remote platforms. Where possible, office hours of a faculty member should match the mode of course delivery and be clearly defined in the syllabus. Faculty are expected to do their best to accommodate students as much as possible in regard to office hours. Students should consult the course syllabus and pay attention to any notice of changes their instructor makes regarding office hours. It is a student's responsibility to utilize office hours if they need help from their instructor, regardless of the form office hours take.

3C. PROCTORIO

Proctorio is the USF proctoring system for students taking exams and quizzes online. Students should review their syllabus and visit www.usf.edu/innovative-education/digital-learning/learn-new-tool/Proctorio-student-faq.aspx to determine if they will be using *Proctorio*. Students should confirm they have the proper equipment to use *Proctorio*, and learn how to set it up and use it.

3D. STUDENT ACCESSIBILITY SERVICES

USF remains committed to the Americans with Disabilities Act (ADA) and accessible education in all forms. We recognize that COVID-19 presents unique challenges for those with disabilities. Some preventative health measures create additional barriers for students with disabilities (i.e. face covering usage disrupts lip-reading for those who are deaf).

Student Accessibility Services (SAS) remains available to assist students with academic accommodations. Learn more at www.usf.edu/sas. Students who believe they may be challenged in meeting the face-to-face classroom requirements should contact SAS to explore their options at www.usf.edu/student-affairs/student-accessibility/about-us/contact-us.aspx.

Although SAS encourages students to provide accommodation letters early in the semester, it is important to note that students may request accommodations and provide faculty with letters at any time. Faculty may request reasonable notice (typically no more than five business days prior to the requested accommodation). Attendance and deadline accommodations are applicable to all courses, including those delivered online.

Quizzes, tests, and other evaluative/graded work should be delivered online for all students. **SAS will not be able to provide any in-person testing or proctoring services on any USF campus for Fall 2020.** If face-to-face exams/tests/quizzes are required, the instructor of record becomes responsible for proctoring and providing an appropriate, reduced distraction testing environment. Students who use academic accommodations and have disability-related concerns about *Proctorio* or other exam monitoring software should consult with SAS.

3E: HEALTH AND SAFETY PREPAREDNESS

Students should be equipped with the following health and safety supplies:

- Thermometer, face covering(s), hand sanitizer, disinfectant wipes, fever/cold/flu medications, etc.
- Prescriptions filled for 30 days
- Hurricane kits, including food, flashlights, water, and batteries as suggested by the [USF Hurricane Guide](#).

If students are sharing living quarters with a roommate(s), they should connect with their roommate(s) before move-in to exchange information and create a contingency plan to establish your own COVID-19 housing rules. Reference the CDC guide for shared housing and household planning ideas at www.cdc.gov/coronavirus/2019-ncov/daily-life-coping/shared-housing/index.html.

Students traveling to campus should give themselves ample time to prepare and plan before traveling (driving or flying). Reference CDC traveler's site at www.cdc.gov/coronavirus/2019-ncov/travelers/index.html for travel tips and ideas.

3F. CAMPUS RESIDENCE HALLS

Housing and Residential Education has communicated directly with students living on USF campuses regarding move-in procedures, testing requirements, and health and safety standards in the residential communities on campus. Students should refer to that information for details and instructions:

- Tampa: www.usf.edu/housing/residential-experience/moving-in/fall.aspx
- St. Petersburg: www.stpetersburg.usf.edu/student-life/housing/housing-and-dining/move-in-information.aspx

For the safety of the community, residents are expected to abide by access and occupancy limitations in the residence halls, including a restriction on visitors and limited access to amenities and common areas in the buildings.

3G. STAY INFORMED

Students should check their university email and *Canvas* account regularly for special instructions and updates. In addition, they should also regularly review the USF Coronavirus website for announcements and updates at www.usf.edu/coronavirus.

Section 4

Learning in a Hybrid Environment

4A. OVERVIEW

A flexible hybrid academic model has been designed and adopted for planned delivery of both undergraduate and graduate classes in 2020. This is intended to support a mix of academic delivery formats that meet different student needs with regard to access, timely progression, and graduation. The model includes a mix of:

- **Classroom (CL)** face-to-face instruction with physical distancing through reduced density, rotational attendance, and contingency plans to move online at any time,
- **Hybrid Blend (HB)** mode of delivery including live face-to-face, synchronous, (including live streaming), and/or asynchronous sessions, and
- Quality online courses (**Primarily Distance Learning (PD)** and **All Online (AD)**) with the innovative use of active learning technologies.

USF Instructional Methods			
Classroom 1-49%* (CL)	Hybrid Blend 50-79%* (HB)	Primarily Distance Learning 80-99%* (PD)	All Online 100% (AD)
Meets face-to-face (in person) at specified days and times.	A blend of face-to-face (in person) meetings on specified days and times and online learning. Courses may be structured in a variety of ways. Instructors may split classes to alternate who attends in person on given days/times. When not attending in person, students may be required to attend synchronous online meetings or may be assigned independent learning activities.	Minimal face-to-face (in person) activity, which may include exams, projects, presentations, or site visits.	No face-to-face (in person) requirements.
		Is my course Synchronous or Asynchronous? Synchronous - "live" online meetings at designated days and times Asynchronous - course is online with no "live" day/time meeting requirements <i>If your course has days/times listed, assume it is synchronous with meetings during indicated periods.</i>	

****All students must comply with university policies and posted signs regarding COVID-19 mitigation measures, including wearing face coverings and maintaining physical distancing.***

Students will not be required to register for face-to-face classes, and those in "high risk" groups are provided access to coursework through a range of alternative delivery platforms and accommodations, as appropriate and consistent with ADA and university guidelines.

University space has been extensively mapped and evaluated in light of current CDC, state, and local physical distancing guidelines and a revised student capacity, by classroom and laboratory, has been established. Moreover, available instructional technology has been identified for each instructional and student learning space. Deans and building supervisors will address and manage how each class section will provide sufficient time for sanitizing

surfaces between classes, and how to ensure appropriate physical distancing in hallways, elevators, and stairwells upon entry and exit from classes.

Certain classes are identified as high priority for face-to-face delivery due to specialized accreditation standards, access to equipment (e.g. upper division and graduate STEM labs), and/or the essential need for performance and experiential learning (e.g. studios in the performing arts). In the case of face-to-face classes, reduced student density will adhere to CDC guidelines (at approximately 25-30 percent capacity for classrooms and 50 percent for labs).

If a faculty member adopts a face-to-face rotation for class attendance/participation (e.g. every Monday or Wednesday attendance in a MW class), as appropriate, all class sections will be delivered synchronously, and/or recorded and made available to all students enrolled in the class through password protected access.

Classes with 100 or more students have moved to a fully online format, and class sizes of 50-100 students are strongly encouraged to move to an online delivery format. However, larger class sections may be divided into multiple smaller sections to facilitate expanded access to face-to-face or blended delivery, depending upon concurrently available instruction space and added instructional resources. Student Instructional and Learning Assistants will provide appropriate support for faculty members inside and outside the classroom.

Active student learning, engagement, and academic success will be supported through out-of-class activities and student support services in face-to-face and/or virtual formats, including but not limited to academic advising, financial aid, mental health counseling, faculty "office hours", small group study, tutoring, library services, and career services.

All instruction, student learning, and final examinations will migrate to a quality online platform beginning November 28, 2020, and following Thanksgiving break, to mitigate the spread of COVID-19 resulting from holiday related travel. Limited exceptions may be approved in USF Health. Residence halls, dining options, and student support services will remain open after Thanksgiving break for students who need access through the end of the fall semester.

All students, faculty, and staff at USF must remain flexible, as schedules and delivery modes may need to be adjusted at any point during the Fall 2020 semester. We cannot stress enough that this public health event is highly dynamic and requires flexibility and adaptability throughout the broader university community.

4B. LIBRARIES AND STUDY SPACES/GROUPS

Favorite study spots, like the libraries and the student union buildings on our campuses, will be open for face-to-face services following university health and safety standards, including capacity limits, physical distancing, and face coverings.

For detailed information about the library services on all campuses, visit lib.usf.edu/campusreturn. You must reserve your seat at the [Tampa campus](#) and the [St. Petersburg campus](#) libraries in the new USF Libraries Seating Reservation System. Keep your physical distance and check occupancy online before you arrive.

Study groups meeting face-to-face will need to be limited in size and must be properly managed to ensure physical distancing and face coverings. Students are encouraged to connect with each other on virtual platforms as much as possible using university provided *Microsoft Teams*.

Lounge areas on all campuses will be set up with physical distancing observed; please do not move the furniture. Alternative lounges will be designated around campus, and outside lounge area options are being expanded.

4C. COMPUTER LABS

Computer labs on USF campuses will be open, subject to university health and safety standards. Due to physical distancing, capacities will be limited and usage may be by reservation. Students will be expected to disinfect the computer workstation before and after their use with provided supplies.

4D. TUTORING

Tutoring services will be available to students on all campuses primarily via phone or *Microsoft Teams*. In exceptional circumstances, in-person meetings will be conducted in alignment with university health and safety standards. [Current Student Toolkit Info](#)

Additionally, all students have access to third party tutoring services via SmartThinking.com. For more information, visit www.usf.edu/undergrad/academic-success-center/resources/expanded-online-tutoring-summer-2020.aspx.

4E. ACADEMIC ADVISING

Academic advising services will be available to students primarily via phone or *Microsoft Teams*. In exceptional circumstances, in-person meetings will be conducted in alignment with university safety guidelines. All walk-in/drop-in meetings will be held virtually. [Current Student Toolkit Info](#)

4F. INTERNSHIPS AND COOPERATIVE EDUCATION

Internships and Co-operative (co-op) education opportunities are available for fall following CDC guidelines for working safely. Internships and co-op opportunities are posted in Handshake, and can be found at usf.edu --> My Resources --> Find A Job/Handshake. Students seeking internships can find the schedule for USF's virtual career fairs in Handshake also. USF prefers students to work remotely when possible, but know that some experiences cannot be completed online. To assist students when working virtually or onsite, Career Services has provided guidelines in the *Working Remotely Toolkit* at remoteintern.usfcs.info. [Current Student Toolkit Info](#)

4G. TRAVEL AND STUDY ABROAD

All study abroad and travel study programs have been cancelled for fall 2020. If you are interested in future programs, please contact [Education Abroad](#). USF World will continue to monitor travel advisories, individual country conditions from the U.S. Department of State, and USF study abroad partner organizations and universities regarding the feasibility of Spring 2021 and Summer 2021 programs.

Non-essential travel is currently prohibited for university students, faculty, and staff, although they may continue to travel between university locations, as needed.

4H. BOOKSTORES

For the safety of the university community, the USF Bookstores highly encourage everyone to order textbooks and school supplies online. Free of charge, contact-less pick-up is available during regular hours of operation. All bookstores will be following the USF health and safety guidelines for physical distancing, face covering, and disinfecting. Students are encouraged to take advantage of extended hours and shop late in the day to avoid lines. The [Bookstore Advance Purchase Program](#) (BAPP) is available in store and online. The last day to use your BAPP online is August 26 at 11:59 pm ET and the last day in store is August 27. [Current Student Toolkit Info](#)

4I. RESEARCH LABS

USF is working to expand research and laboratory spaces while following established protocols to ensure the safety of students, faculty, and staff. For information on research and labs courses, capacity, and schedules, please contact your academic department for updated information.

4J. THRIVING IN AN ONLINE ENVIRONMENT

One result of the COVID-19 pandemic is that students will likely be studying from home or in their residence hall room. They might miss the level of social interaction they would normally expect as part of the college experience. Students should take a look at the resources in the [Current Student Toolkit](#), especially *Tips and Tricks for Thriving During Self-Isolation* and *Strategies for Successful Online Learning*.

Students should set up [Microsoft Teams](#) or [Canvas](#)-based study groups and engage with their instructors. They should reach out to their mentors and supervisors if they are student employees or Graduate Assistants to be sure they carry out their needed activities. All students should reach out to others when they have questions or need help.

If a student feels negatively impacted by the isolation resulting from COVID-19, the full resources of our campus counseling services and other support are available to them. See 1L Mental Health Considerations for more information.

Students should be sure to engage in student activities, even if online, to stay connected with friends and peers. See 5D University Events and Programs for more information.

Section 5

Student Activities and Engagement

5A. OVERVIEW

Engagement and involvement activities are important aspects of the college experience. Although the necessary safety regulations may at first seem to minimize social interaction, the focus is on physical distancing rather than on social distancing. USF departments will continue to hold events to give students opportunities to engage in social activities. However, these activities will be necessarily altered to protect all members of the USF community. Students will also still have the opportunity to get involved in student organizations.

As we begin the fall semester, no face-to-face group events or meetings may be held. When the university moves to allowing these to occur, all student organizations, fraternities and sororities, and sports clubs will need to submit plans for how they will share responsibility for maintaining a healthy campus community by abiding by USF health and safety guidelines in events and programs. A committee will review and approve these plans before they can begin functioning in a face-to-face format (see 5C). More information will be provided when activities are available.

Health and safety standards (see Section 1) must be observed at all times. If you observe an individual not complying with the standards, you may request that they do so. If they do not comply with your request, notify the nearest faculty or staff to handle the situation.

5B. STUDENT GATHERINGS AND STUDY GROUPS

Face-to-face student gatherings will need to be limited in size and must be properly managed to ensure physical distancing and face coverings. Students are encouraged to connect with each other on virtual platforms as much as possible using university provided *Microsoft Teams*.

5C. EVENT/PROGRAM/GROUP ACTIVITY APPROVAL PROCESS

In our current opening phase, all events, programs, and group activities must be held virtually. When the university changes these restrictions, all events, programs, and group activities will be required to go through an approval process. Hosts will submit an event/meeting safety plan to the university for approval well in advance of the event.

No event/meeting in person can be promoted or held until approval is obtained. More information on the process will be provided to students, student organizations and departments when available.

5D. UNIVERSITY EVENTS AND PROGRAMS

All USF campuses are planning engaging and entertaining events and programs for fall semester virtually to begin with. With restrictions on the size of gatherings, university events and programs will be modified to adhere to COVID-19 safety protocols. All traditional large group events and celebrations, such as Week of Welcome (WOW) and Homecoming, will be modified to comply with current university guidelines regarding events.

Students can find information about virtual and in-person events and programs available on all campuses in the weekly Note-a-Bull News & Events at www.usf.edu/student-success/note-a-bull-news, which is updated every Sunday evening. Other sources for events and programs include:

- Tampa: [BullSync](#), [Go Bulls Guides - Student & Family Guide](#)
- St. Petersburg: [PeteSync](#), [Week of Welcome](#)
- Sarasota-Manatee: [BullSyncSM](#)

5E. STUDENT ORGANIZATIONS

Students can explore their interests and connect with other students by getting involved with any of approximately 700 student organizations on USF's campuses. Student organizations will be encouraged to be active as well as to move most activities onto virtual platforms.

In the current opening phase, organizations will only meet virtually. As the restrictions change, organizations wanting to meet face-to-face must follow guidelines for the health and safety of participants and will need to submit an event/meeting safety plan to the university for approval per 5C. above. More information on the process will be provided to organization leaders when available.



5F. FRATERNITIES AND SORORITIES

USF has a robust fraternity and sorority community that welcomes all interested students. Fraternity and sorority recruitment or intake events will take place virtually and more information can be found at www.usf.edu/student-affairs/involvement/fraternity-and-sorority-life. The Center for Student Involvement is working with student leaders to offer an experience that promotes the values and ideals of fraternities and sororities while abiding by the safety guidelines.

5G. RECREATION FACILITIES/ACTIVITIES

USF campuses have recreation facilities offering a variety of both indoor and outdoor activities, including fitness classes, exercise equipment, intramural sports, pools, kayaking, outdoor trails, and much more. Recreation facilities on our campuses will operate based on current recommendations from university, federal, state, and local public health experts. The operating hours, guidelines for use of equipment, and participation in activities have been modified accordingly for each campus. Visit the websites for campus specific information:

- Tampa: www.usf.edu/recwell
- St. Petersburg: www.stpetersburg.usf.edu/student-life/facilities/campus-rec
- Sarasota-Manatee: smcampus.usf.edu/student-engagement/recreation

5H. INTRAMURALS AND SPORTS CLUBS

Intramural sports will transition to individual, non-contact activities as space and university guidance allows. Possible options for participation in Intramural sports programs will include emphasis on groups less than 10 for expanded outdoor activities and minimal indoor activities. Sport club activities will be assessed per sport. Both will conform to all requirements of physical distancing, face coverings and group size.

- Tampa: www.usf.edu/student-affairs/campus-rec/intramural-sports
- St. Petersburg: www.stpetersburg.usf.edu/student-life/facilities/campus-rec/intramural-sports

5I. LOUNGE AREAS

Lounge areas on all campuses will be set up with physical distancing observed; students should not move the furniture. Alternative lounges will be designated around campus, and outside lounge area options are being expanded.

Section 6

Student Support Resources

Student services on USF campuses will be offered in a mix of face-to-face and online delivery depending upon university, local, state and federal restrictions in place for COVID-19. For your convenience, we have aggregated information and website links for critical services below and in the [Current Student Toolkit](#).

STUDENT HEALTH SERVICES/WELLNESS CENTERS

Student Health Services in Tampa will provide the following services to students on all campuses:

- Student support for USF Daily Symptom Check
- Symptomatic students screening by telehealth and, if appropriate, COVID-19 testing
- Coordination of care of COVID-19 cases

Student Health Services and the St. Petersburg and Sarasota-Manatee Wellness Centers will provide COVID-19 testing to registered students at no out-of-pocket cost. Video consultations, telehealth, and in-person appointments are offered for registered students for general medical consultations for illness, injury or wellness with no out-of-pocket cost.

[Current Student Toolkit Info](#)

BULLS COUNTRY PHARMACY

The pharmacy in the Marshall Student Center (Tampa) offers prescription and over-the-counter medications and other sundries.

www.usf.edu/student-affairs/student-health-services/services/pharmacy.aspx

MEDICAL RESPONSE UNIT (MRU)

This non-emergency service vehicle supports injuries, illness, sprains, and broken bones with free on scene medical treatment and courtesy transportation to campus clinics on the Tampa campus.

www.usf.edu/student-affairs/student-health-services/services/mru.aspx

COUNSELING SERVICES

Provides counseling, consultation, prevention, and training for students.

[Current Student Toolkit Info](#)

CAMPUS FOOD PANTRIES

Confidential food pantries on each campus provide weekly food to students who are food-insecure and can adapt to dietary needs or vegetarian requests.

[Current Student Toolkit Info](#)

STUDENTS OF CONCERN ASSISTANCE TEAM (SOCAT)

Reviews referrals for students who are needing assistance or whose behavior is disruptive or a safety concern.

www.usf.edu/student-affairs/student-outreach-support/socat/index.aspx

SUCCESS AND WELLNESS COACHING

Map out a plan for your future with a coach, who will help you explore your strengths, find your motivation, and choose the right tools for success.

[Current Student Toolkit Info](#)

VICTIM ADVOCACY & VIOLENCE PREVENTION

Offers free and confidential services to students, faculty, and staff who have experienced crime, violence or abuse on or off campus either recently or in the past.

[Current Student Toolkit Info](#)

CAMPUS DINING

The dining halls and food venues on our campuses are following enhanced cleaning and disinfecting procedures and have installed plexiglass separation between cashier and customer, contactless payment options and cashless operations. Indoor and outdoor eating areas have been arranged to provide for appropriate physical distancing and all patrons must comply with university health and safety standards (see Section 1). Students on the Tampa and St. Petersburg campuses will be able to use online/app ordering for pick up options and delivery to the student residence suite. There will be expanded “grab-n-go” and shelf stable meals available.

- Tampa/ St. Petersburg: usf.campusdish.com
- Sarasota-Manatee: www.sarasotamanatee.usf.edu/campus-life/campus-cafe

EMPLOYMENT AND CAREER SERVICES

Look for campus employment opportunities on Handshake, as well as opportunities for employment off-campus. Career development services will be available to students primarily via phone or *Microsoft Teams*. In exceptional circumstances, in-person meetings will be conducted in alignment with university safety guidelines. All walk-in/drop-in meetings will be held virtually.

[Current Student Toolkit Info](#)

OFFICE OF THE REGISTRAR

The Office of the Registrar will offer both online and face-to-face service to students on USF campuses for fall 2020 following university reopening plans and health and safety standards.

[Current Student Toolkit Info](#)

CASHIER'S OFFICE

Effective fall 2020, all USF Cashier's Offices will be cashless! We will no longer accept physical payments in our offices. Student Financial Services is operating fully remote. If you have questions on your student account, email:

sfshelp@usf.edu

www.usf.edu/business-finance/controller/student-services/cashiers

FINANCIAL AID

Financial Aid offices will offer both online and face-to-face service to students on USF campuses for fall 2020 following university reopening plans and health and safety standards.

[Current Student Toolkit Info](#)

PARKING

We are committed to providing the USF community and our guests with information and guidance to help you explore all available parking and transportation options and to help you understand our parking rules and regulations. Parking permits are required to park on campus 24/7.

- Tampa: www.usf.edu/administrative-services/parking
- St. Petersburg: www.stpetersburg.usf.edu/resources/administrative-and-financial-services/auxiliary-services/parking-transportation.aspx
- Sarasota-Manatee: www.sarasotamanatee.usf.edu/campus-life/campus-resources/parking-services/index.aspx

UNIVERSITY ID CARDS

The USFCard office is conveniently offering both online and face-to-face service to students on USF campuses for fall 2020 following university health and safety standards.

- Tampa/Sarasota-Manatee: www.usf.edu/it/class-prep/usf-card.aspx
- St. Petersburg: lib.stpetersburg.usf.edu/OLITS/home/idcards

TAMPA CAMPUS TRANSPORTATION

A valid USF identification card is needed to ride the Bull Runner bus system on the Tampa campus. To comply with physical distancing requirements, maximum occupancy will be limited and signage will assist with physical distancing. Additionally, face coverings are required when boarding and must be kept on for the duration of the transport. Avoid touching surfaces with your hands. The buses are sanitized daily but, to help stop the spread, wash or sanitize your hands as soon as possible after disembarking. Track the buses at usfbullrunner.com.

www.usf.edu/administrative-services/parking/bull-runner/index.aspx

STUDENT OMBUDS

Provides independent, impartial, informal, and confidential conflict resolution and problem-solving services to students in the university community.

[Current Student Toolkit Info](#)

INTERNATIONAL SERVICES (USF WORLD)

Immigration services and support and co-curricular programming for international students.

- Tampa: www.usf.edu/world/international-services/index.aspx
- St. Petersburg: www.stpetersburg.usf.edu/student-services/usf-world-st-petersburg
- Sarasota-Manatee: www.sarasotamanatee.usf.edu/academics/global-engagement/international-students.aspx

LIBRARIES

Utilize the links below to explore library services available or to reserve your seat at the Tampa and St. Petersburg campus libraries.

lib.usf.edu/campusreturn

Seat reservation:

- Tampa: calendar.lib.usf.edu/seats
- St. Petersburg: lib.stpetersburg.usf.edu/service/seating

BOOKSTORES

- Tampa: www.bkstr.com/usftampastore/home
- St. Petersburg: www.bkstr.com/usfspstore
- Sarasota-Manatee: www.bkstr.com/usfsastore/home

INFORMATION TECHNOLOGY SUPPORT SERVICES

Online resources for classroom instructional technology.

www.usf.edu/it

<https://www.usf.edu/it/remoted/index.aspx>



Section 7

Support for Students with Symptoms or COVID-19

7A. STUDENTS WITH COVID-19 SYMPTOMS

If a student is experiencing any symptoms of COVID-19, they should stay home or in their residence hall room and inform all their instructors by phone or email. The student should complete their USF Daily Symptom Check (see 1H) and a representative from Student Health Services will contact the student and advise next steps. The student should self-isolate and follow the guidance provided by Student Health Services.

All symptoms must be gone before returning to campus. The self-isolation period is typically 10-14 days from the emergence of symptoms; in addition, you must be fever-free for at least 24 hours before you can return to campus. Reference the CDC website at www.cdc.gov/coronavirus/2019-ncov/symptoms-testing/symptoms.html for additional tips and information.

7B. STUDENTS IN ISOLATION

If an off-campus student is required to self-isolate, they must comply with all federal state, local, and the university directives, including observing proper CDC guidelines for isolation and quarantine, and participating in all contact tracing efforts conducted by public health officials.

Should a residential student need to self-isolate, they will be given direction from Student Health Services on the protocols in place. They will be advised to go home if safe to do so. If that is not possible, the resident will be relocated to a designated USF isolation facility. They will be required to participate in USF Dining's meal delivery service while in isolation.

While in isolation, if a student is able to do so, they should continue their courses online. If the student is too sick to participate in classes, they should contact their instructor to discuss their options. Class absences for COVID-19 will be treated with all due leniency.

A USF COVID-19 Care Team will reach out to any student who is asked to self-isolate due to illness, exposure, or while awaiting a test result to make sure they have the support they need during the required isolation time.

7C. STUDENTS WHO TEST POSITIVE FOR COVID-19

Students who test positive for COVID-19 should report the positive test in the USF Daily Symptom Check tool (see 1H). Student Health Services will send them a message to advise next steps and to schedule a telehealth appointment either with a Student Health Services provider or with their primary medical provider.

Students will be enrolled in an isolation assessment to track their medical and emotional needs as they progress through isolation. Students must not come to campus or leave their residence unless directed by Student Health Services to do so.

Upon confirmation of a positive test, USF will contact the local county office of the Florida Department of Health of the person testing positive and the county health office will conduct contact tracing. USF medical personnel will also reach out to anyone believed to be a high exposure risk to make sure they self-isolate or seek testing as appropriate.



#ONEUSF



STUDENT GUIDANCE for Fall 2020

Student Success
www.usf.edu/student-success

Any questions should be directed to
COVIDquestions@usf.edu