



Alabama Agricultural & Mechanical University

OFFICE OF THE PRESIDENT

P. O. BOX 1357, NORMAL, ALABAMA 35762

Alabama A&M University continues to monitor COVID-19 activity in the nation, particularly the Southeast. While there are known cases in Alabama and Madison County, you are encouraged to be knowledgeable of periodic updates from the Centers for Disease Control and Prevention, the Alabama Department of Public Health and local government while being sure you are following the recommended guidelines. As a reminder, this situation remains fluid and changes may occur with little or no notice.

CAMPUS OPERATIONS

- Effective Wednesday, March 18, 2020, the campus of Alabama A&M University will continue operations using alternate work arrangements and essential personnel only. For additional information, employees should consult [Procedure 6.24: Telework and Alternate Work Location](#) and [Procedure 6.25: Continuity of Work for Employees – University State of Emergency Crisis Plan](#). Complete the [telework form](#) and submit to your supervisor. For individuals who may need to self-isolate, please complete a [leave form](#).
- Employees should consult with your immediate supervisor concerning your status as an essential or non-essential employee, as well as the utilization of telework and alternative work arrangements.
- The University is encouraging all individuals to follow the recommendations related to social distancing. As such, the University is discouraging individuals from coming to the campus unless you are performing an essential function as determined by your vice-president or unit head or there is an emergency.
- This campus operational plan will be in effect until further notice.
- University-sponsored (domestic and international) travel is prohibited, with very limited exceptions.
- Personal travel outside of Alabama is strongly discouraged. Those that travel will be expected to self-isolate for the period as determined by the Centers for Disease Control and Prevention and the Alabama Department of Public Health.
- In-person meetings are discouraged, and all such meetings should be moved to virtual means, as appropriate.

ACADEMICS

- Classes will continue to be delivered through electronic and virtual mechanisms and platforms through the end of the spring semester. No face-to-face, on-campus classes will be held. Students who are having difficulties should contact their advisor, instructor or department chair.
- Spring break will continue as planned the week of March 30, 2020, through April 2, 2020.
- Classes will resume through electronic and virtual mechanisms and platforms starting Monday, April 6, 2020.
- Faculty are expected to be available electronically during normal work and/or office hours, until further notice.

STUDENT MATTERS

- The University will communicate to students regarding financial payment matters in subsequent communications.
- Residential students from Alabama or a neighboring state should vacate immediately if possible. Students from beyond neighboring states should vacate as soon as possible but no later than Friday, March 20, 2020, by 5:00 p.m.
- Students should be aware that there is a national discussion of imposing a mandatory 14-day quarantine. Please aware that the University is unable to accommodate students should such a quarantine be imposed.
- International students with extenuating circumstances and need to remain on campus must request to stay by visiting the Office of Housing and Residence Life by the close of business, Wednesday, March 18, 2020. Such requests will be reviewed on a case-by-case basis. Housing will provide additional information if approved.
- When you exit the residence halls or Normal Hills, you must completely check out. The Office of Housing and Residential Life will provide detailed information regarding this process. In essence, take all of your belongings with you (e.g., class materials, textbooks, medications, electronics, valuables, clothes, linen, etc.).
- Students shall not return to campus after spring break.
- Dining facilities, libraries, residence halls, and Normal Hills will be closed on March 20, 2020, until further notice.
- Pre-registration for classes will open on Monday, April 6, 2020, please contact your advisor as usual. The bulletin for course offerings is available at https://ssb.aamu.edu/PROD/bwckschd.p_disp_dyn_sched.
- Housing registration for returning students will open Monday, April 13, 2020. Students meeting the housing criteria will be allowed to submit an electronic housing application through self-service banner and select a room on a first-come, first-serve basis. Click <https://www.aamu.edu/campus-life/housing/apply.html> for housing criteria.
- Students should submit a FAFSA for the upcoming academic year as soon as possible to prevent a delay in financial aid processing. Please contact your financial aid counselor, via email, if you have questions or concerns about your FAFSA, if you are selected for verification or have general questions about financial aid.

UNIVERSITY-WIDE EVENTS

- Student recruiting and admissions in-person events are CANCELED until further notice.
- Honors Convocation is CANCELED.
- The AAMU Black Tie Scholarship Gala is POSTPONED.
- Spring Commencement, Founder's Day, and Class Reunions are POSTPONED.
- Per the recommendation of the CDC not to hold events, involving 25 or more persons, all AAMU-hosted events will be canceled through May 16, 2020, pending re-evaluation. Events hosted by a non-AAMU organization at our facilities are also canceled through May 16, 2020, and until further notice.

Again, this situation remains fluid and changes may occur as we receive updates from the Centers for Disease Control and Prevention, the Alabama Department of Public Health, and other sources. For the most recent Alabama A&M University updates, please visit <https://www.aamu.edu/campus-life/student-support/health-services/coronavirus/index.html>.