Additional Information and Status of Student Affairs Operations

Follow-up to community message of March 13, 2020

Athletics, Physical Education and Recreation
- To assist students in leaving campus, we will be ready to accept items for storage at the Athletic Center tomorrow, Saturday morning. See the message below from Housing for more details.
- The availability and the status of the athletic facilities will be changing, and an announcement will be made to the community.

Caltech Dining Services
- Dining operations will be continued on a limited basis. The most up to date information will be available on the Caltech Dining website at: http://dining.caltech.edu

Caltech Housing
- We are asking all undergraduate students to leave Caltech Housing who are able to, as third term will be conducted online. If possible, take all of your belongings with you.
- Undergraduate students must have a compelling reason to remain on campus. Please see the information from the Dean of Undergraduate Students office below for how to petition to remain on campus.
- **The deadline to vacate will be Friday, March 20 at 4pm.**
  - We are understanding that international students may have challenges in arranging travel by this time. If so, they should contact ISP and the Dean of Undergraduate Students office who will give them assistance in consideration of their circumstances.
- In an effort to assist you with your belongings, we have the following plan:
  - We will have boxes available in each house/building 1st floor lounge.
  - The boxes will need to be clearly labeled with your name and UID.
  - Please bring properly packed boxes back to the lounge to be stored.
  - This weekend on March 14, 15, and from Monday, March 16 to Friday, March 20. Packed and properly labeled boxes will be taken by our maintenance crew to the Brown gym for storage. The crew will be available to move these boxes from 10 am - 4 pm. No loose items will be stored, (lamps, bedclothes, etc.) everything must be boxed.
  - Leave personal furniture and other items too large to pack (couches, chairs, desks, etc.) clearly labeled in your room.
  - Please do not leave anything else behind and if there is anything you do not want, please make sure it is in trash cans or dumpsters.
- If you have already left campus and left items behind, you may come and retrieve them if you are local. For all others, we will pack up anything left and label it by room and it will be stored at the gym.
- We plan to consolidate students left on campus to Bechtel and Avery, therefore those spaces will need to be cleared.
- **Students who have left or leave campus must check out via this online form:**
  https://caltechhousing.wufoo.com/forms/housing-check-out-form/
• All students who have already left campus, will receive a pro-rated housing and board credit from March 12 - March 29. Students who opted to remain during this period will continue to be charged for housing and board.
• Students who leave over third term will receive a full credit of third term housing and board charges. Students who stay will continue to be charged for housing and board.

Dean of Graduate Studies Office
• Campus housing remains open for graduate students
• For graduate students, flexibility will be permitted in the scheduling of thesis advisory, thesis exam, and candidacy committees to allow remote participation of committee members, as well as remote presentation of the thesis seminar with approval by the option representative.

Dean of Undergraduate Students Office
• The UG Deans office has created a form for students to petition to remain on campus. The link is here: https://deansoffice.wufoo.com/forms/petition-to-remain-on-campus/ We will evaluate and reply as quickly as possible as requests come in.

Students may petition to remain on campus if they:
  - have a home address in a country with a level 2, 3, or 4 U.S. travel advisory
  - have a documented health condition that puts them at risk for travel;
  - live in a home community that poses a serious health risk;
  - are an international student with visa or travel restrictions or concerns;
  - have concerns around housing insecurity;
  - Students who have financial concerns about the cost of leaving campus should be in touch with the deans (deansoffice@caltech.edu).

Office of Residential Experience
• Residential Life Coordinators and Resident Associates will continue living on our residences and be available to support graduate students and remaining undergraduate students. If students have challenges finding an appropriate living situation away campus, please email ORE@caltech.edu.

Registrar
• Courses will be exclusively held online and only for the third term.
• Faculty and administration will work with students to enable completion of degrees in the third term.
  - The Registrar's Office will work with students and Option Representatives to make any adjustments to graduation plans as needed to accommodate changes to spring course offerings.
  - Outstanding PE requirements for graduating seniors have been waived. When possible, administration will work with faculty on enabling students to remotely satisfy outstanding class requirements with a laboratory component.
  - The option to pass/fail will be offered as a choice to students for all online courses. For courses taken on pass/fail during third term, grading scheme requirements will be waived for Core and option requirements.
  - Registration cards will temporarily be replaced with an online process through REGIS, and registration instructions will be sent to students and faculty.
Undergraduate Admissions

- All admission-related campus visit activities have been suspended until further notice.