

USG Return to Campus Checklist – Students and Faculty

BEFORE COMING TO CAMPUS

- Complete a PCR based COVID-19 test within 14 days of returning to campus and submit proof of your negative test to your designated home campus official
- Complete the USG Health and Safety presentation
- Sign the USG Community Responsibility pledge
- Complete daily self-assessment before coming to campus as required by your home institution
 - Note: If you answer “Yes” that you have any symptoms, do not go to campus

WHILE ON CAMPUS

- Carry a valid Fall 2020 USG ID Card or USG ID Card with Fall 2020 sticker at all times
- Observe all guidelines from your home institution’s code of conduct
- Practice good hand hygiene, cough etiquette, workplace cleanliness, and sanitation.
- Maintain at least six feet of separation from other individuals as advised for proper physical distancing.
- Face coverings are required in USG buildings, including common spaces such as atriums, hallways, elevators, breakrooms, and restrooms. Face coverings do not have to be worn while working alone. Face coverings must meet your home institution’s guidelines.
- If you begin to show symptoms while on the campus, notify your professor if a student or your supervisor if a faculty member or staff member and leave USG immediately. Limit contact with other individuals on campus, and contact your health care provider for additional guidance.
- Faculty are responsible for taking attendance and knowing what students are in the classroom at any given time for contact tracing purposes.
- Utilize digital services (Zoom, Microsoft Teams, Webex, etc.) when meeting with others, even if all parties are on campus.
- Make sure to wash and disinfect your hands frequently, and after any interactions with other people or items.
- Make sure to maintain office and classroom cleanliness. Wipe down your workspace regularly. Remove items that don’t need to sit out, and limit items in common areas.
- Instructors are to carry their own chalk, whiteboard markers, erasers and other teaching aids to class. These items will not be provided in the classrooms.
- Abide by all signs and distancing markers on campus.
- All visits to USG (outside of teaching/learning or classroom preparation) should be less than 15 minutes. All students and faculty must register at the security desk. Individuals coming to campus for 15 minutes or less are not required to take a COVID-19 test before coming to campus.