

Dear Students,

These are challenging times. The Covid-19 pandemic and the necessary steps we have taken at the University of Regina to protect the health and safety of everyone on campus have created disruptions to life on campus. We recognize the pressure faculty, students, and staff are under.

With final assignments and exams approaching, the added uncertainty created by the suspension of face-to-face classes and the change to learning at a distance are adding to what is always a challenging period for students.

Let me assure you that we are working hard to make the transition as smooth and seamless as possible. Students are our first priority. Our overriding objective is to ensure students can complete their classes on time.

To achieve that goal, while dealing with these unique circumstances, we have taken several specific steps. Each is designed to make sure we meet the needs of students in the days ahead. They include:

a. Online information about classes

The University has launched an instructor-focused website at <http://www.uregina.ca/remote-teaching> to assist in the transition from face-to-face instruction to teaching at a distance. In order to allow sufficient time for instructors to populate their portal, **the student portal for the on-line guide to classes is expected to go live Thursday, March 19.** It will be accessible from our main Covid-19 mobile-friendly site: <https://www.uregina.ca/covid-19/>. Information on how and where students can access their classes will be made available there.

b. Final exams

The Academic and Research Committee is meeting today to plan how final exams will be managed. More information will be provided on that as soon as it becomes available. However, we can advise now that no final exams will be held in-person.

c. Class withdrawal deadline has been extended to March 23

We recognize the effect suspension of classes from March 16 to 19 has on students, and the important decisions students need to make while they await further information. Therefore, the grade-of-W withdrawal deadline has been extended. The revised grade-of-W withdrawal deadline is now March 23 for all 202010 Part of Term (POT) 1 students. Students in other winter parts of term can view their revised grade-of-W withdrawal deadline in UR Self Service.

d. Deadlines and Procedures for Deferral Requests

Students who wish to ask for a deferral of course work should make it to their course instructor, as would normally occur and prior to the due date of an assignment. Please [see 2019-20 Academic Calendar pages 49 & 50](#), and in particular, "Deferral of Course Work and Term Exams".

e. Deferral of Final Exam

The deadline for making a request to defer a final exam will be extended from within 3 business days to within 10 calendar days of the scheduled exam date. For the Winter

2020 term, the maximum length of the deferral will be extended by 7 calendar days from May 31 to June 7, 2020.

f. Requirement to submit supporting documentation

The requirement to submit supporting documentation, in cases of illness, has been waived. Students will still be required to complete an Undergraduate [Student Application For Deferral of Term Work/and or Final Exam](#) request form and a [Student Self Declaration](#) of Illness form.

g. Extension to Grade Submission Deadlines

Given the change in the delivery format of course, including changes to final assessments, the University will be allowing an additional 7 calendar days for grade submission in addition to the current 5 business days. Please note that because some students will be waiting for grades for the purposes of determining eligibility to graduate (here or at another institution), or to register for classes in future terms, every effort should be made to submit within the 5 days when possible.

Information about computer lab access and library services

We recognize not every student has the necessary computer and/or Internet access that may be required to access coursework remotely. For that reason, every effort is being made to have existing computer lab space available on campus for those students who normally use it. It should be noted that in all cases, the number of terminals available has been reduced to approximately one-half the normal capacity to ensure social distancing. All computer stations will be cleaned on a regular basis and students using them are asked to practice careful hygiene and create space between themselves and others using the locations and to facilitate sanitizing the equipment appropriately.

A number of common computer labs exist on the main campus, and their locations may be found here: <https://www.uregina.ca/is/common/ur/labs/locations.html>. Please note that not all labs may be open at all times, and that the number of operational terminals has been reduced. Most faculties also operate their own computer labs, so please contact your faculty if you are unaware of the location of its lab.

In addition, the Dr. John Archer Library remains open, with some reductions in service and computer lab space. Updated information about the library's service, including computer access for students, may be found at: insert link

Students with ready computer/Internet access are asked whenever possible to refrain from using the computer labs (including the library terminals) so that students without such access may work on their course material.

Support for students

It is important to note that Student Affairs remains fully accessible to students, with all offices open. If staff are working remotely, Counseling, Advising and all supports will still be available by phone, online

or by Zoom. For more information on counselling services, go to <https://www.uregina.ca/student/counselling/>

Also, students in residence who are eager to return home need only contact the Housing office and fill out a short online form. Refunds will be processed and all cancellation fees have been waived. It is important that students contact the Housing Office at their earliest convenience to facilitate their refunds.

Lastly, as all public events, programs and activities have been cancelled at the University of Regina, and all recreation facilities are currently closed, **the University is asking the public to avoid coming to our campuses unless absolutely necessary.** Students, staff and faculty will continue to be able to access our grounds and buildings, as will contractors, delivery personnel and other outside support workers.

Please know that a number of faculty and staff are working hard to map the way forward for students to complete their academic years. We will provide more information as it becomes available. In the meantime, stay safe and healthy.

Sincerely,

Thomas Chase

Provost and Vice-President (Academic)