

March 20, 2020

GV Residential Student,

Grand View University has decided to offer partial refunds and/or credit for housing and meal plans for the remainder of the semester. Each student's credit and/or refund amount will depend on their unique housing assignment, meal plan usage, and date of check-out from campus. To qualify for a credit and/or refund, students need to be **checked out by Sunday, March 29**. You may check out at any time prior to March 29. To do so, please follow the checkout procedures outlined in this email. If you are unable to check out by Sunday, March 29 due to travel concerns related to COVID-19, but will not be living on campus for the remainder of semester, please contact Adam Demers, [ademers@grandview.edu](mailto:ademers@grandview.edu) and you will still receive a refund and/or credit. More information about the exact amount of your refund will follow in the next week.

With the recent announcement from Grand View University that the decision has been made to finish Spring Term in "social distancing mode," with online instruction continuing through the end of the semester, we **strongly recommend** that you check out of your residential space at your earliest convenience to lower the risk of health concerns, both to yourself and others.

Residence Life will use the Express Checkout Process to maximize the effectiveness and efficiency of leaving campus.

#### **HOW TO COMPLETE A CHECKOUT THIS SEMESTER**

- 1) Completely remove all belongings from your room
- 2) Clean your bedroom and any common spaces in your room
- 3) Take a picture to document the condition of your room for your records
- 4) Drop off your key to one of the following locations.
  - a. Student Life Office: M-F, 8:15am - 4:30pm
  - b. Key Drop Box, Student Center Welcome Desk: All evening and weekend hours (Your student ID will open Student Center doors from 7am – 10pm, for access outside of those hours contact Campus Security at 515-263-6000)
- 5) Once you drop off your key, your ID access will be deactivated for your room and residence hall

In order to help Residence Life staff make checkout preparations, please complete this [form](#) **today**. All students must be moved out by Friday, April 24<sup>th</sup> unless you are a summer resident. Please contact Adam Demers, [ademers@grandview.edu](mailto:ademers@grandview.edu) with any questions or potential issues.

Campus housing, however, will remain an option as we recognize that, for some, campus housing is considered a primary residence and full- or part-time employment in the local area is essential. For those students please review the following information carefully.

Grand View University is continuously monitoring the COVID-19 situation in consultation with the Iowa Department of Public Health, who will provide guidance in determining necessary action. As ongoing information is collected a course of action could change at any given moment, with the safety of all students at the forefront.

Please use your best judgement when returning to campus. Individuals who have been on a cruise ship, traveled internationally or to areas of this country identified as "hot zones" for the virus (e.g., Florida,

California, New York, the state of Washington) AND any individuals who have had close contact with anyone who is symptomatic or has a confirmed case of the virus will be asked to self-isolate from the campus community. We ask that you self-isolate at your home address for 14 days prior to coming back to campus. If that is not an option for you, please notify Residence Life immediately so we can review our options with you to make your return to campus safe for the entire community.

**Call 2-1-1 if you feel sick with fever, cough, or have difficulty breathing AND have been in close contact with a person known to have COVID-19, or if you live in or recently traveled to an area with reported cases of COVID-19.** The 2-1-1 professionals will then determine whether COVID-19 testing is necessary. You can also call GV Health Services at 263-2823 on Tuesday and Thursday (7:30 a.m. - 4:00 p.m.).

Grand View strongly encourages practicing social distancing and remaining in your room as much as possible, limiting face-to-face interactions.

Food service options will continue with appropriate modifications. All food will be take-out only. Hours will be limited to the schedule below. If you need a meal delivered to your room, contact Adam Demers, [ademers@grandview.edu](mailto:ademers@grandview.edu) about this process.

<b>Location</b>	<b>Monday – Friday</b>	<b>Saturday-Sunday</b>
<b>Einstein’s</b>	7:45am – 2pm	CLOSED
<b>GV Express</b>	7:45am – 9pm (closes at 3pm on Friday)	CLOSED
<b>Dining Hall</b>	Hot Breakfast: 8am – 9:30am Continental Breakfast: 9:30am – 11am Lunch: 11am – 1pm Dinner: 5pm – 6:30pm	Brunch: 10:30am -12pm Dinner: 5pm – 6:30pm

As a Grand View community, there are some basic measures we all can take to prevent the spread of viruses:

- If you are sick, notify a healthcare provider or GV Health Services by phone or email, AND stay in your room until directed otherwise.
- Cover your mouth with your upper arm or a tissue when coughing or sneezing
- Wash your hands often with soap and water for at least 20 seconds. Use an alcohol-based hand sanitizer that contains at least 60% alcohol if soap and water are not available.
- Avoid touching your eyes, nose, and mouth with unwashed hands.
- Avoid close contact with people who are sick.
- Clean and disinfect frequently touched objects and surfaces.

Please contact Residence Life by email, [ademers@grandview.edu](mailto:ademers@grandview.edu) Adam Demers, or by phone at 515-263-2885.

Sincerely,  
Adam Demers  
Director of Residence Life