

AEDE Students,

As you all hopefully know by now, the University made the decision to suspend most face-to-face class meetings until at least March 30, and move all class meetings to a virtual presence. AEDE is well into the process of ensuring that our classes meet the University requirements and allow you to continue to receive a high quality educational experience during this time of disruption. We appreciate your patience over the coming days as we ramp up to deliver content to you online.

What we are doing:

- Working with all faculty, lecturers, and staff to provide the resources, training, and support needed to provide you with virtual classes. Carmen will be the primary source for class material.
- Developing communications plans and strategies to keep you in the loop with accurate information.
- Working with appropriate University officials to ensure we meet all requirements.
- Encouraging flexibility in class policies to accommodate all students needs during what is likely to be a turbulent time.

What should you do?

- Regularly check your e-mail for updates.
- Notify me and Katie Miller (miller.8406@osu.edu) if you have not received an email or Carmen update from your class instructor by **8:00PM on Sunday, March 15** with an update on class plans. Please keep in mind that this announcement caught many by surprise during Spring Break. We are actively making contact with all instructors and encouraging them to be in contact, but due to travel and other logistical issues, there may be a few delays in instructors contacting you.
- Be flexible. Change is always difficult. We are working to ensure we provide excellent alternative arrangements, and we appreciate your patience and understanding during this time.
- Expect change. The situation is fluid. Class requirements, calendars, assignments, etc. are likely to change.
- Engage in learning. Do what you can to stay engaged and push yourself to learn in new ways.
- Remember that the last day to drop a full semester classes is **Friday, March 20th**. If you are interested in dropping a course, connect with your academic advisor and financial aid.
- For students who are currently utilizing accommodations through [Student Life Disability Services \(SLDS\)](#), this office will remain open and your accommodations will remain in place if applicable. If you have an approved accommodation for extended time on exams, please communicate with your professors, so they are aware that exam times will need to be modified in online formats. The SLDS Exam Services center will not be proctoring exams during the move to online platforms, but the general testing center is currently open. Taking tests in the testing center is optional, and many tests will likely move to an online format. If this is not a good option for you, please contact your instructor or SLDS Access Specialist to arrange for other accommodations. You are still encouraged to schedule alternative testing on your AIM portal for any exams beyond March 29, including finals. As a reminder the deadline to schedule finals to be taken with SLDS Exam Services is March 25.
 - If you are not currently utilizing [Disability Services](#) accommodations, but will need accommodations with the temporary move to an online format, please connect with them.

- Student Financial Aid (SFA) acknowledges COVID is a reason to file a SAP appeal. More details below.
- All undergraduate students living in university housing, will be required to return for the remainder of the semester to their permanent home residences, or a non-campus or alternative housing arrangement. This does not pertain to students living in family housing. University housing residents who are away on spring break should not report directly back to their on-campus residences. They will receive a message from the Office of Student Life asking to schedule a move-out time between Saturday, March 14, and Sunday, March 22. Time slots will be strictly enforced to ensure appropriate and safe social distancing. Information will be available at go.osu.edu/2020moveout.
- U-Haul is offering 30 days of free storage for students: <https://www.cincinnati.com/story/news/2020/03/12/u-haul-free-storage-students-coronavirus/5031515002/>
- The AEDE Food Pantry will remain open during regular office hours.

Above all, let us know what support you need. This is likely to be a stressful time for everyone. If you feel the stress is getting in the way of your progress, know that there are resources available. You can contact me at any time and I will put you in contact with appropriate resources, and the University Counseling and Consultation Service has extensive resources available to help you cope with stress: <https://ccs.osu.edu/>

Be kind to each other and take care of yourself. We'll all get through this and have a good laugh someday. Until then, AEDE has the best staff on campus—**make sure you're relying on them.**

Dr. Haab



Tim Haab, PhD

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