Dear campus community,

Based on guidance from the Georgia Department of Public Health (DPH) and the Governor’s Coronavirus Task Force, the University System of Georgia will temporarily suspend instruction for all institutions for two weeks, effective Monday, March 16, to allow time for USG institutions to test their business continuity plans and online instruction modules and for state officials to continue to assess the current situation regarding coronavirus (COVID-19) in Georgia.

Students who are currently on spring break are strongly encouraged not to return to campus. Students on campus are asked to depart campus by close of business Friday, March 13, 2020, and to remain away from campus until March 29, 2020. At this time, students are not being asked to move out of their dorms for the remainder of the semester.

For students who are unable to leave campus by close of business Friday, March 13, please contact Mya Richardson in Housing and Residence Life at tomiiyarichardson@clayton.edu.

University staff are expected to report to work as regularly scheduled or until which time we receive further guidance from the University System of Georgia.

Please continue to take appropriate measures such as:

- Wash hands regularly.
- Avoid touching your eyes, nose, and mouth.
- Cover coughs and sneezes with tissues.
- Avoid close contact with people who are sick.
- Be responsible and courteous to others and stay home if you are sick or experiencing symptoms.
- Respect personal space when greeting others and during conversations.
- Be mindful of those in high risk populations such as those with underlying health conditions and the elderly.
- Follow CDC and DPH guidance on personal and business travel to avoid increasing your risk and that of others.
As circumstances change, the USG is providing regular updates to its institutions and the public at www.usg.edu/coronavirus.

In the interim, all students, faculty and staff who may be traveling in any capacity (either domestically or internationally) are being encouraged to register their travel information so we may provide relevant updates.

**Student Survey Link:**
https://claytonstate.qualtrics.com/jfe/form/SV_aggf1ECaWmJN3QV

**Faculty/Staff Survey Link:**
https://claytonstate.qualtrics.com/jfe/form/SV_9AC6yCASxnwdSS1