

**Pacifica Students, welcome to the 2022-2023 academic year! As you prepare for your first residential sessions of the quarter and our near-full return to on-campus classes, please see below for important reminders regarding the policies and plans for fall 2022. This information has all been previously communicated through various channels but a summary of key points related to coming to campus is below. We appreciate your ongoing attention to this and other communications throughout the quarter and academic year. Please reach out with any questions that may help in your preparations for this quarter.**

### **PACIFICA STUDENTS - FALL QUARTER REMINDERS**

#### ***Attendance - Checking-in on Campus & Proof of Negative COVID Test – Transportation, Housing, & Dining***

- **Attendance Policy** – It is expected that all students attend classes on campus, unless you received official approval for fall alternative attendance as part of the formal petition process that closed in August. As part of the near-full return to on-campus classes in the fall 2022 quarter, the standard attendance/absence policy (allowing students to miss up to 1/3 of class hours) will apply for any student unable to attend a residential session, regardless of the reason for the absence. Students should refer to the Student Handbook for the complete details of the attendance policy.

***PLEASE NOTE: There is no option this quarter to join live classes virtually should you need to be absent for a session.*** Any alternative attendance for the quarter must have been approved based on the fall petition process that concluded August 15 and those apply for the entirety of the quarter. *(Any approval received for spring and summer virtual attendance does not apply to fall, as there was a separate petition process specifically for fall quarter).* Students who must be absent for a session should notify their instructors/Program Chair and can work with them on content or work from any missed classes. Students also must notify Student Residential Services ([guestservices@pacifica.edu](mailto:guestservices@pacifica.edu)) with as much notice as possible in the event of an absence *(see Student Handbook for complete policy regarding absences and their effect on residential fees).*

If you find yourself at risk of not meeting the minimum attendance policy (due to COVID or any other reasons), you have the right to petition the Education Council for an exception to the minimum attendance requirement. Petitions to the Education Council can be sent to the Registrar ([fmatas@pacifica.edu](mailto:fmatas@pacifica.edu)). If approved, arrangements will be made that allow students to make-up for missed class time.

- **Checking-in on Campus & Testing Requirement - All students must submit proof of a negative COVID-19 test upon arrival the first day of each residential session.** The test must have been taken within 24 hours prior to arrival if Antigen (at-home test), or within 3 days prior to arrival if PCR. You will take the test prior to coming to campus and then upload the photo of the test result (with supporting timestamp) as part of your daily health screening/check-in that you will complete on your phone by scanning a QR code when you arrive to campus. You will need to complete the health screening check-in daily and receive a wristband from the Reception desk every day you are on campus; however, you only need to submit proof of a negative test on your first day on campus (and then every fifth day, if applicable).

*Please see the bottom of this email for a copy of the communication that went out on Sept 1<sup>st</sup> from Pacifica Safety that reviews this process in more detail, including FAQs, notes on the OptimumHQ platform, and what to do if you don't have a smart phone to check-in.*

- **Masking Policy** – Also included in the Sept 1<sup>st</sup> communication from Pacifica Safety was an update to our Masking Policy. Masks will continue to be required while inside of classrooms during class sessions, and while inside of Pacifica shuttles. Masks are still strongly encouraged to be worn while indoors in all other areas.
- **Transportation, Housing & Dining** – By now, you should have submitted your Guest Services Registration Form to indicate your housing/dining reservations and requests. Prior to your first residential session, you will hear from our Guest Services/Residential Services office with reminders on arrival, check-in/check-out, and more. You will also be contacted if a particular housing request was not able to be accommodated. You can read about getting to campus and housing/dining details here:
  - [Transportation/Shuttle Information](#)
  - [Housing & Dining FAQs](#)

**COMMUNICATION FROM PACIFICA SAFETY SENT ON 9/1:  
COVID-19 Testing Requirement and Mask Mandate Requirements for Fall**

Dear Pacifica Students,

As we prepare to begin welcoming the first tracks of students back to campus for the new academic year, we want to provide information about the new COVID-19 test requirement, as well as the masking expectation for the Fall quarter. We provide an overview in the following

paragraphs, but then also include FAQs with some more detail at the bottom. Please read through the requirements for Fall and if you have any questions you may respond directly to this email.

New students – We want to start by welcoming you to Pacifica. Throughout the COVID-19 Pandemic, Pacifica has held the health, safety, and wellbeing of our students as the highest priority. Since the very onset we have been ahead of the curve in our COVID-19 response and transmission mitigation. Strict adherence to our policies and procedures have maintained a safe environment in which we're proud to say that in over two and a half years of facing COVID-19, despite having several positive cases on campus, we have not had a single reported COVID-19 transmission that occurred on either of our campuses. One of the many tools that we have relied on is a daily health screen, or "check-in" procedure. We currently use a platform called OptimumHQ to complete this daily health screening. In the coming days you will receive an invitation by email to set up your account. Please log in using the credentials provided in the welcome email. The most important thing you will do is update your phone number via the green button in the top right corner. Please use the phone number of the cell phone you plan on checking in with each time you are on campus. You will check in by scanning a QR code on your phone's camera when you arrive to campus, this will open a short health survey that must be completed every day that you are on campus. When you finish the survey, a digital badge will pop up and be texted to you, you will show this digital badge at the Reception desk and be provided with a wristband for the day. This wristband is intended to display to all others on campus that you have indeed met the requirement of providing a negative COVID-19 test, and that you've self-declared to be healthy and not have any signs or symptoms of being sick. More FAQs on the check-in process at the bottom.

All students - As the president had announced in previous communications, PGI will be requiring proof of a negative COVID-19 test to be presented upon arrival to campus. This test must have been taken prior to coming to campus, and the results will be uploaded during the daily check-in procedure. For those of you familiar with the check-in process, it will be virtually the same as Summer, with an additional requirement of uploading a photo of a negative COVID-19 test the first day of each session. This upload requirement will automatically prompt on the first check-in of each session, and again on each 5<sup>th</sup> day, if staying on campus for a longer duration. Tests may be either Antigen ("at home" or "rapid" tests), or PCR. If submitting an antigen test result, the test must have been taken within one day prior to coming to campus. If you choose to take a PCR test, it must have been taken within three days prior to coming to campus. Negative test photos must have some version of a date stamp (either on the photo itself, written on the test, on a printed result, written on a piece of paper next to the test, etc.). Please see more information in the FAQs below about testing requirements, masks, and [FREE COVID-19 TESTS](#).

Masks will continue to be required while inside of classrooms during class sessions, and while inside of the Pacifica shuttle. Masks are still strongly encouraged to be worn while indoors in all other areas.

## FAQs

Q: Do I take the test at campus or before coming to campus?

A: You must take a test PRIOR to coming to campus, but you will upload the photo of the test result when you arrive at campus, during your first check-in.

Q: Does an “at home” test work for the requirement?

A: Yes, otherwise known as an “Antigen” test is sufficient. This test must be taken within one day of coming to campus.

Q: How do I check in if I don’t have a smart phone?

A: Please bring a photo of, or the negative COVID-19 test itself, and you may use the iPad at reception to complete your check-in.

Q: Can I find tests for free anywhere?

A: YES!!! There are many resources that provide free COVID-19 tests. Please search your local area to see what’s available

[More COVID-19 test resources here.](#)

Here is one example of free [COVID-19 tests sent directly to your home.](#) (This offer is available 9/1/22 only)

Q: Will I have to upload the negative test photo every day?

A: No, you should only be prompted to upload a test the first day of your session during check-in. If you are prompted to upload a photo every day, there is an issue, please reach out to [safety@pacific.edu](mailto:safety@pacific.edu).

Q: If I’m on campus more than 5 days, how will I know to upload a new test, and where do I get the test?

A: You will complete a daily check-in every day on your phone or iPad at reception, the questionnaire will automatically recognize your device, or you by your phone number, it should automatically prompt you to upload a new COVID-19 test result if it is time. – If you are on campus more than 5 days and are prompted to upload an additional negative test, you may acquire a test for free from Reception.

Q: If I already test regularly for COVID-19 for another reason, can I use that test as proof?

A: Yes, so long as it meets the same timeframe requirement (1 day if Antigen, 3 days if PCR).

Q: Why are masks required in classrooms and shuttles but not elsewhere?

A: In our efforts to protect the most vulnerable populations in our community, we feel that that it is our responsibility to ensure the maximum amount of transmission mitigation be maintained in areas where students must be together without any alternative option available. Classrooms during instruction, and inside of the shuttle are areas that generally individuals are unable to opt out of being in close contact with others.

Sincerely,

The Campus Safety Team