

Dear VCU Graduate Students and Graduate Faculty,

As you are now aware, due to COVID-19 the Monroe Park Campus spring break has been extended through next week. Beginning March 23 classes will be taught remotely. Classes on the MCV campus will resume Monday, March 16<sup>th</sup>. Graduate faculty will contact students with information concerning course content delivery.

At this point, VCU research facilities will remain open. Graduate students engaged in on-campus research should discuss options with their major advisor to work off-campus, if possible.

The Graduate School will work with graduate faculty and graduate students to facilitate graduate student procedures and processes related to graduate education at VCU.

- The Graduate School suggests that graduate teaching, research, and other assistants be given duties that can be performed remotely, if possible. All graduate assistants should receive stipends as scheduled.
- The Graduate School supports plans to hold comprehensive examinations and thesis/dissertation defenses remotely, particularly if student or faculty committee member must travel to participate. The Graduate School conference room has ZOOM teleconferencing capabilities and will be available on a first-come basis for examinations and defenses. For conference room scheduling and room details, please contact Jamie Taylor at [taylorj25@vcu.edu](mailto:taylorj25@vcu.edu).
- Most [Graduate School forms](#) can be submitted electronically, however, scanned paper forms will be accepted via email sent to [graddean@vcu.edu](mailto:graddean@vcu.edu).

The Graduate School is closely monitoring the COVID-19 situation, and are working to minimize disruptions in graduate education at VCU. Please monitor VCU's [COVID-19 \(Coronavirus\)](#) website for further university guidance.

If you have had contact with a person known or suspected to be infected with COVID-19, or if you have any of the following symptoms including fever, cough, or shortness of breath, please stay at home and call your primary care provider, local health department, or Student Health for further guidance.

Sincerely,  
F. Douglas Boudinot  
Dean, Graduate School  
Virginia Commonwealth University