

Date: April 8 , 2020

To: FMU Students

From: Dr. Kelley C. Kimple, Assistant Vice President of Student Affairs

RE: COVID-19 Student Housing Instructions and Stay At Home Order, Memo #2

Greetings Students,

We hope each of you are doing well and staying healthy during the COVID-19 pandemic. This is a challenging time as we are encountering something we have never dealt with before. Please know the staff and faculty are here to support you however we can. As you tend to your course work, remember to take care of your mind, body, and spirit. Even though we need to continue practicing social distancing and only leaving our homes when necessary, make time to connect with family and friends virtually through FaceTime, or apps like House Party.

State of Florida Stay at Home Order

The week of March 30th marked our first week following Governor Ron DeSantis Stay at Home Order for the state of Florida, which is in place until April 30, 2020. While the University is still open and essential staff are available to assist you, engagement with the business offices is limited to electronic and telephonic communication. Staff and faculty can still be reached by sending emails or calling their office numbers. Everyone is working to make sure they respond to requests as soon as they are capable. The library, computer labs and JC Sams Center will remain open with limited hours and the cafeteria will continue to serve take-out meals. Please remember to practice social distancing when using these areas.

State of Florida Mitigation Practices

I'm happy to report Florida Memorial University *does not* have any cases of the Coronavirus on campus. In order to help protect members of our community who have to remain on campus, we need to abide by the mitigation practices from the Centers for Disease Control. One of those practices involves limiting the number of people coming in and out of campus. Therefore, if you moved off campus as recent as last week, we are asking that you please remain at home during the stay at home order until April 30th. As we continue to monitor the latest updates for the

state and federal government, as well as national health organizations, we will inform students once you are able to return to campus.

End of Semester Move-Out Procedures

Due to the Stay at Home Order for the state of Florida, **out of state** and **out of country students** who have been residing outside of the residence halls as recent as last week and left some belongings in your rooms, will have to wait until further notice before coming to campus to pick up the rest of your items. Once we receive more information about the order being lifted, we will be in touch with procedures to follow in order to get your belongings. We are also looking into options for those who are not able to come back to retrieve your belongings within the time frame they would need to be removed. More information will be sent to students as soon as we the information is available.

For those **students who are currently on campus and/or live within the state of Florida**, you will have to check out of the residence halls the second day after your last final, but everyone **by Sunday, May 10, 2020**. Understand this is a fluid situation and dates may change based on updated guidance. Please use this form to sign up for a date and time to check out with one of the Residential Life Staff members: [Housing and Residential Life Move Out Procedures](#). Complete the form by Friday, April 17, 2020. Students will only be allowed on campus to pick up your belongings between the hours of 8am-5pm as we have limited staff on campus who are available to assist with this Check-Out Process.

Returning Books

The Bookstore has provided the following instructions on how to return your books:

- Students can drop and/or ship these books back to Mr. Jean Theodule at the Bookstore on campus.
- Students can have someone you trust to drop them off for you. Make sure they provide your name to the Bookstore worker as the Renter for the books and they will need to provide their name and FMU or State ID/ Driver's license to facilitate and track the process.
- The Bookstore has a printout of books at the register for check-in, where students will sign their name. Students also can call them at 305-6234290 or e-mail Mr. Theodule at v-jean.theodule@fmuniv.edu.

They are doing their best to adjust at this juncture to help any way they can.

Virtual and Social Media Engagement

Remember to check the Florida Memorial University website for the latest updates. The Division of Student Affairs has created social media accounts on Instagram and Twitter,

@fmudsa, so make sure to follow us and get involved with upcoming virtual programming. Also follow the official Florida Memorial University social media accounts on Facebook, Instagram, and Twitter to find out the latest information across campus.

We pray you all are blessed and doing your best to stay focused on the end goal of successfully finishing this semester. Please do not hesitate to reach out if you need assistance. Be safe and stay healthy.

Sincerely,

Dr. Kelley C. Kimple

Assistant Vice President of Student Affairs