

Policy Number:	AA048EN
Last Review:	17 Sept 2020

1. PURPOSE

Due to the COVID-19 pandemic, and in addition to the traditional on-campus learning experience, The American University of Paris is offering students the ability to learn remotely in response to the challenges faced by both students and universities during this global pandemic.

2. WHO IS AFFECTED BY THIS POLICY

Students, Staff, Faculty

3. POLICY STATEMENT

During the Fall 2020 semester, students must declare a learning location via the learning location declaration webform on the new student and returning student checklists. Students will have the following learning location options, for which the individual policies are detailed below:

1. On-site (expected to be present for the start of classes)
2. Late Arrival
3. Remote

The selection will become a part of the student's official record. Any changes to the learning location must be officially declared via the change of learning location status webform.

On-site

1. Students will be attending classes on-campus and will be present for the first day of classes. This may necessitate earlier arrival in Paris to self-quarantine, depending on the French government guidelines.
2. Students may change to a remote learning location later by completing the "Change of Learning Location" webform, but they cannot return to on-site learning until the subsequent semester.
4. The CVEC fee is mandatory for all students, regardless of their learning location.
5. All students studying on campus must enroll in the AUP health plan or provide a valid exemption.
6. All students studying on campus must maintain legal residency and adhere to Student Immigration Service policies.
7. If a student changes to remote learning status, the health insurance coverage cannot be cancelled or refunded, and legal residency status must be maintained if the student remains in France."
8. Students studying from any of the learning locations are required to adhere to the AUP attendance policy and to the Professor's specific attendance policy which may vary between courses. It is each student's responsibility to verify the attendance policies with their professor.

Late Arrival

1. Students intending to arrive and take classes on-campus, but will arrive in Paris after the first day of classes. They will attend classes remotely until their arrival date. An expected arrival date is required and must be on or before October 26, 2020.
2. A self-quarantine period may be required, depending on the French government guidelines. If so, students will be expected to continue attending class remotely during this time.
2. Students may change to a remote learning location later by completing the "Change of Learning Location" webform, but they cannot return to on-site learning until the subsequent semester.
3. The CVEC fee is mandatory for all students, regardless of their learning location.
4. All students studying on campus, including those arriving late, must enroll in the AUP health plan or provide a valid exemption.
5. All students studying on campus, including those arriving late, must maintain legal residency and adhere to Student Immigration Service policies.

6. Students studying from any of the learning locations are required to adhere to the AUP attendance policy and to the Professor's specific attendance policy which may vary between courses. It is each student's responsibility to verify the attendance policies with their professor.

Remote

1. Students will be attending classes from a remote location and must provide their local time zone to AUP.
2. The attendance method (synchronous vs. asynchronous) will vary by course and will be defined by each professor in the course syllabus.
3. Students declaring that they are not in France will be exempt from visa, housing and health services and will not be allowed in France until the start of the following semester.
4. Students that are learning remotely while residing in France are required to be covered by AUP health insurance, unless they have provided a valid proof of insurance to the Health Office.
4. All students studying remotely in France must maintain legal residency and adhere to Student Immigration Service policies.
5. A remote learning selection may impact the validity of a previously requested visa and the possibility of continuation for a visa for Spring 2021.
5. The CVEC fee is mandatory for all students, regardless of their learning location.
7. Campus access will be restricted for remote learners residing in Paris, and they must sign-in at the reception desk when coming to campus.
8. The remote learning declaration will be maintained for the entire semester and cannot be changed until the following semester.
9. Students studying from any of the learning locations are required to adhere to the AUP attendance policy and to the Professor's specific attendance policy which may vary between courses. It is each student's responsibility to verify the attendance policies with their professor.

4. RESPONSIBILITIES

The Office of the Registrar is responsible for supervising this policy and coordinating with faculty, students and staff as appropriate.

5. APPROVALS & HISTORY

This is an exceptional policy that was implemented for the Fall 2020 semester and following the 2020 COVID-19 pandemic. The policy will be reviewed prior to the Spring 2021 semester to determine how it should be adapted or extended.

6. ISSUING OFFICE AND CONTACT

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