

**REOPENING OF SINDH MADRESSATUL ISLAM UNIVERSITY
RETURN PACKAGE (FALL 2020)**

a) Overview

We are pleased to invite you to return to the campus to participate in the academic activities of your department in accordance with the safety protocols set by the university.

In the best interests of all stakeholders of the university, a Return Package has been designed for the returning students to ensure their safe and orderly return to the campus in the following manner:

- i. The university shall reopen in 2 stages. In Stage 1, MS/MBA and PhD students may be able to resume physical classes from 28th September 2020.
- ii. Rest of the classes will commence online as per schedule.
- iii. From 2nd November 2020, after observing status of ongoing classes of MS/PhD, students of undergraduate classes will be invited to attend on-campus classes.
- iv. All such undergraduate classes **where class enrollment is 25 or less**, the classes shall be held **ONLY** on-campus (COMPULSORY).
- v. For undergraduate classes **where class enrollment exceeds 25**, Expression of Interest (EOI) is invited from the students to opt for either online classes or physical classes at SMIU.

v (a) Where the total number of students expressing their interest for physical classes is 25 or less, the classes shall be fully on-campus. In this scenario, students who are not willing to attend on-campus classes have the option to drop that certain course.

v (b) Where the total number of students expressing their interest for physical classes is more than 25, a hybrid system shall be implemented whereby the class shall be divided in two groups who shall attend classes as follows:

Week	Group 1	Group 2
1	On-campus	Online
2	Online	On-campus

- vi. Class duration will be reduced to 75% of the actual time.
- vii. All quizzes, assignments and exams will be conducted online as per previous COVID-19 policy for Examinations and Assessments break-down.

b) Facilitation from the University

- i. Distance marks have been placed across the university including classrooms, laboratories, libraries, and all open areas. The students can observe physical distancing by being mindful about the distance markings.
- ii. Healthcare and emergency medical services are being offered to all the students by the Medical Unit of SMIU.
- iii. Resources persons have been designated in the university who may be contacted in case of guidance or emergencies.
- iv. Posters to raise awareness of COVID-19 have been displayed across the university. All students are advised to carefully read the instructions stated on these posters once they return to the university. The course instructors shall be reinforcing the safety protocols during their classes from time to time.
- v. Gym and canteen facilities. The students are advised to bring their own lunch. Water bottles may be filled from the water dispenser.

- vi. Temperature screening of all individuals will be done at the entrance of the university.
- vii. The university is routinely cleaned and disinfected. Walk through sanitization gates have also been installed.
- viii. Standees/Direction boards have been placed around the university to indicate directions of departments, classrooms and other university facilities

c) Arrival Procedure

All arrivals should be in accordance with the class time-table issued from the departments. Students are advised not to spend extra time at the university unnecessarily beyond their class schedule and directly visit the allotted classroom as soon as they enter the university. As soon as the classes finish, the students must immediately leave the campus.

d) Contact Information of Resource Persons

In case of COVID-19 symptoms, you are advised to inform any of the following designated individuals and restrict your movement until further orders from the management.

S. No.	Names and Contact Numbers of the Resource Persons	Designation	Day/Timings	Contact no.
1.	Mr. Muhammad Kashif Email: m.kashif@smiu.edu.pk	Sports Officer, Student Affairs	Mon – Fri (9 am to 5 pm)	0332-7862614
2.	Mr. Jamil Ahmed Email: jamil@smiu.edu.pk	Male Nurse, Medical Unit	Tue – Fri (9 to 5 pm) Sat (11 am to 7 pm)	0332-2228610
3.	Ms. Kiran Shehzadi Email: kiran@smiu.edu.pk	Female, Nurse Medical Unit	Sun - Thu (11 am to 7 pm)	0308-2403035

e) Feedback regarding observance of COVID-19 SOPs

If you have any queries, complaints or suggestions regarding the observance of COVID-19 in the university, you may give your input by emailing at dsa@smiu.edu.pk mentioning “COVID-19 SOPs” in the subject line.

f) Penalties

If anyone is proven guilty of violating the safety protocols, the following penalties shall be imposed:

OFFENSE	PENALTY
Minor violation of the safety protocols	Verbal warning
Repeated violations of the safety protocols	Written warning
Deliberate refusal or failure to follow the instructions	Fine up to Rs. 5000/-
Persistent failure to follow the instructions	Authorization to attend classes physically retracted.

g) Affidavit of Undertaking/Health Declaration

- i. All returning students must declare that they are in good health. In case of any health conditions, the same must also be specified clearly.
- ii. The university reserves the right to retract any student's authorization to physically attend the classes any time in consideration of the COVID-19 situation.
- iii. An affidavit/health declaration form (format on the next page) must be filled and submitted in hard copy to their departments through the CRs. Students who are unable to produce the affidavit shall not be able to attend classes and will be marked absent. Entrance in the university/classrooms without the copy of the affidavit is prohibited.

AFFIDAVIT OF UNDERTAKING/HEALTH DECLARATION

I _____, student of the Department of _____, bearing Student ID _____ do hereby declare:

- That I assure you that I will adhere to all the safety protocols and other instructions issued by the university for awareness and prevention of COVID-19; i.e.
 - I shall wear a face mask at all times when on campus
 - Maintain social/physical distance as prescribed by the university
 - Avoid handshakes
 - Maintain good hygiene practices such as repeated handwashing and use of hand sanitizer, disposing of used face masks properly, following the proper cough/sneeze etiquette
 - Use only designated entrance and exit points
 - Review the latest updates and general guidance provided by the university on the web portal to be designed specifically for updating COVID related information.
 - Use communal facilities such as meeting rooms, washrooms, library, etc. in accordance with the designated protocols.
 - Minimize unnecessary physical contact with people and unnecessary visits to crowded places
 - Maintain the details of when and where I go on campus, and the people I meet in a Daily Contacts Diary (the university officials may ask you to present this information any time)
 - Limit my movements and try not to move around the campus too much.
 - That I will immediately inform the Registrar (registrar@smiu.edu.pk) if I need to stay at home because I am seeking medical attention due to COVID-19

• That I will not hold the university liable if I contract COVID-19 in spite of the safety protocols.

• That I am in good health

• That my health status is as follows:

- | | |
|--|--------|
| a) Fever | Yes/No |
| b) Cough | Yes/No |
| c) Difficulty in breathing | Yes/No |
| d) Symptoms of any other high-risk disease | Yes/No |

If yes, please provide the details:

Name of the disease: _____

Year and month of diagnosis: _____

Current medical prescription (if any): _____

• That I have not been in contact with any COVID-19 patient in the past 14 days

• That the history of COVID-19 cases in my family is as follows:

Name of the family member	Date of Testing COVID-19 positive	Name of the Testing Centre

- That the details furnished above are true and correct to my knowledge, and in case the above details are found to be misleading or incorrect, I shall be liable for disciplinary action by the university.

Student Signature:

Guardian/Father Signature:

Student Name:

Guardian/Father Name:

Student CNIC:

Guardian/Father CNIC:

Student Contact no.

Guardian/Father Contact no.

Student E-mail:

Guardian/Father E-mail:

Submission Date: