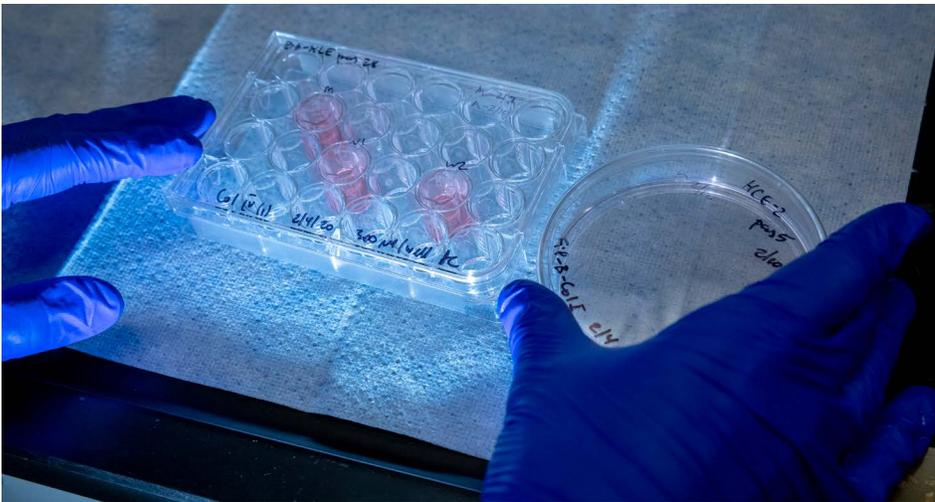


MISSOURI S&T – SAFE RETURN TO CAMPUS

VISITING SCHOLAR GUIDELINES

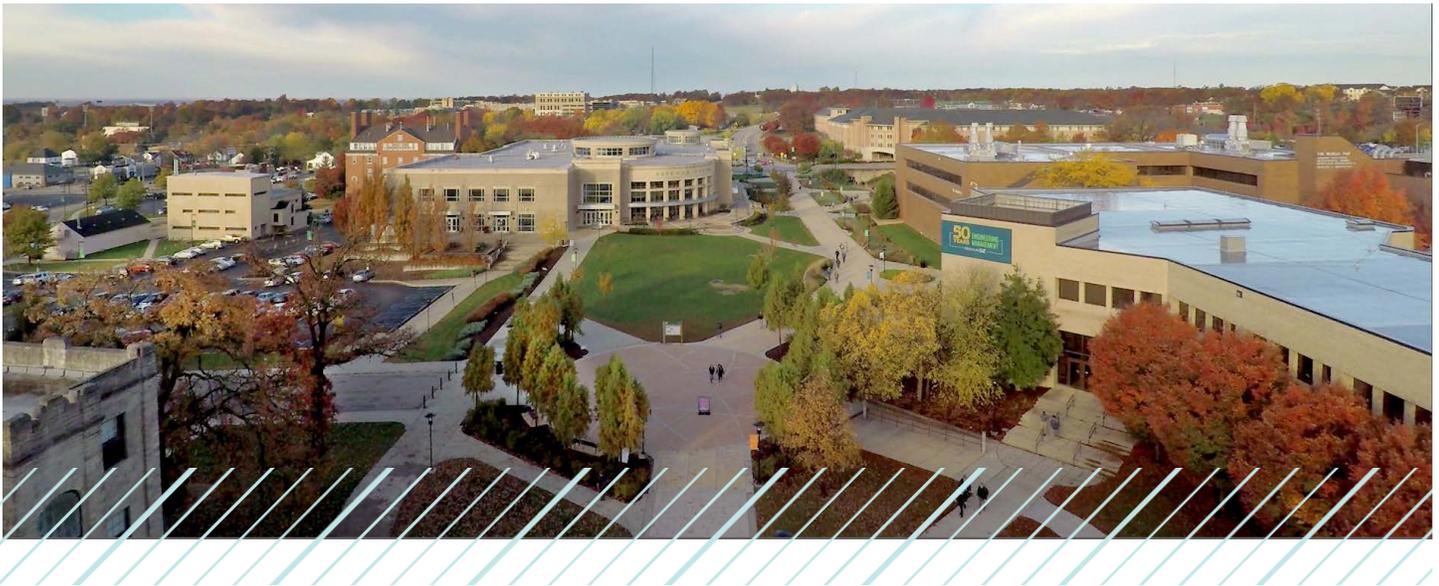


Missouri S&T is committed to suppressing the spread of COVID-19 and providing a safe campus for employees, students and visitors. Visiting scholars and their sponsors should follow these steps when coming to campus.

Visiting scholars are defined as any short- or long-term research scholar such as post-doc research fellows, research associates, and student interns. Each visiting scholar will have a faculty or department sponsor who is responsible for ensuring the steps in this visiting scholar process are followed.

STOP THE SPREAD

- Be prepared to self-quarantine for 14 days before beginning work on campus with guidance from Student Health Services per CDC recommendations.
- Check your temperature before coming to campus.
 - ▶ If you have a temperature greater than 100° F, do not come to campus.
 - ▶ If you feel sick but do not have a fever, do not come to campus. Email covid@mst.edu or call 573-341-4902.
- Maintain a distance of six feet, and honor social distancing.
- Please bring a cloth face covering with you to campus.
 - ▶ Wear a cloth face covering that covers the mouth and nose if you are unable to maintain six-foot social distancing.
 - ▶ Cloth face coverings are required in public spaces on campus.
- Wash your hands frequently for 20 seconds or use an alcohol-based hand sanitizer.
 - ▶ Avoid touching your eyes, nose and mouth.
 - ▶ Cough and sneeze into your elbow or tissue. Dispose of the tissue and wash your hands.
- Visit [cdc.gov/coronavirus](https://www.cdc.gov/coronavirus) for guidance from the CDC on domestic travel in the U.S.
- Visit coronavirus.mst.edu for updated S&T guidance.



VISITING SCHOLAR PROCESS

1. All visiting scholars must complete **the first page of the Visiting Scholars Request Form** and provide contact information for themselves and anyone else who may be traveling with them.
2. This form must be sent to the sponsoring department for review and approval. If approved, Student Health Services will give specific guidance to the scholar and anyone traveling with them.
3. Visiting scholars must be prepared to self-quarantine for up to 14 days before beginning work on campus. This form must be sent to the sponsoring department for review and approval. If approved, Student Health Services will give specific guidance to the scholar and anyone traveling with them.
4. At this time, visitors to campus are discouraged. Anyone traveling with the scholar who wishes to visit campus **MUST** be pre-approved under the campus **Visitor Process**.
5. If a visiting scholar or anyone residing with them becomes ill, please email covid@mst.edu or call **573-341-4902**.

SPONSOR RESPONSIBILITIES

1. As a visiting scholar sponsor, you need to know from where your scholar is traveling and assist them in travel arrangements and accommodations for up to a 14 day self-quarantine with guidance from Student Health Services per CDC recommendations.
2. Visiting scholars must complete the **Visiting Scholar Request Form**, return it to the faculty sponsor for completion of page 2, which then must be submitted to the department chair or director for approval.
3. Once approved, the sponsoring department must email the form to covid@mst.edu at anytime, but no later than 30 days prior to the scholar's planned arrival to Rolla. The scholar will be given more detailed guidance from Student Health Services, per CDC recommendations.
4. You will be asked to provide your visiting scholar with the information in the Stop the Spread section of this document (reverse side).
5. If a visiting scholar or anyone residing with them becomes ill, please email covid@mst.edu or call **573-341-4902**.
6. If you have additional COVID-19-related questions, please direct them to covid@mst.edu.