



Visitor Policy as of 8.18.2020

- a) Visitors must have an academic or legitimate purpose associated with the mission of the Law School for visitation. Legitimate purposes include, but are not limited to, scheduled meetings with admissions, administration, or clinical staff; attendance at a sanctioned event; and/or for prearranged guest speaking or lecturing obligations.
- b) Visits must be scheduled in advance with the appropriate office. Visitors should call their contact upon arrival to gain entrance to the building and depart once their business is complete. Walk-ins will not be accommodated.
- c) Access for visitors is limited to regular business hours (M-F: 8:30-5:00) or to the specified hours of a sanctioned event.
- d) All visitors must complete a Daily Health Screening Form prior to arrival. Those who have been diagnosed with or are experiencing symptoms of COVID-19 or have been in close contact with someone who has been diagnosed with or is experiencing symptoms of COVID-19 will be denied entry. The host department/organization will retain a record of each Daily Health Screening Form for no less than two weeks after their visit to allow for follow-up contact tracing, if necessary.
- e) Visitors will receive a copy of or link to this policy along with any meeting-specific instructions prior to their arrival.
- f) Presence in the classrooms and study rooms is restricted to enrolled law students, law faculty, and law staff, unless a specific exception is granted.
- g) All meetings will occur in rooms that allow for the appropriate level of physical distancing.
- h) Visitors must abide by all University and Law School policies. These include following physical distancing signage and wearing of face coverings. The Law School reserves the right to remove or restrict visitors from its facilities who violate guidelines or cause disruptions to programs, activities, services, and/or classes, or for any other reason deemed necessary by the School.