Below are proposed syllabus language and a class announcement that instructors may use to communicate this information to students in their in-person courses.

A. Syllabus Example

President’s Directive & Health and Safety Guidelines

Cal State Fullerton (CSUF) is actively working to maintain the safety of our campus community in response to COVID-19. To stay current with information, please visit CSUF’s Titan’s Return: COVID Recovery website. Please review the FAQs to help answer any of your questions. Below are requirements to review prior to our first-class session.

• Read President’s Directive No. 22 – COVID 19: Mitigation Measures and Guidelines, which outlines mitigation measures you are required to take, including use of face coverings, re-entry and surveillance testing, physical distancing/barrier requirements, case reporting, and other measures. Please read President's Directive No. 22.
• Review the Titans Return: COVID-19 Recovery website. There are important messages regarding the vaccine requirement, surveillance and testing information, as well as campus updates and messages from the Dean of Students Office that are important to review.

In addition, CSUF requests that students who tests positive for COVID-19 or become aware that they may have been in close contact with someone who either has tested positive for or is suspected to have COVID-19 report the positive result or exposure using the CSUF COVID-19 Self-Reporting Form. CSUF’s Infectious Diseases Response Team reviews and verifies COVID-19 confirmed cases and responds to concerns from the campus community on COVID-19. Click here to report COVID-19 cases or exposure.

Prior to arriving on campus and before entering class, you should conduct a personal health screening and self-monitor for fever, cough, shortness of breath, or other symptoms of respiratory illness. If you are experiencing any of these symptoms, you should stay home and notify me of your absence. I will work with you to address any COVID-19 related impacts to your participation in and completion of this course.

Before entering the classroom, you should wash/sanitize your hands and have your face covering on. While in class, you are required to:

• Sit in your designated seat;
• Wear your facial covering that covers both the nose and mouth (e.g., masks or face shields);
• Always cough or sneeze into your elbow or tissue;
• Use the materials provided to clean your desk and chair before and after use, and;
• Adhere to other health and safety protocols and directives for your specific classroom, lab, studio, and campus.

Students who do not follow these health and safety requirements may be reminded of the need to adhere to those measures. Failure to comply may constitute a violation of campus policy and may result in a referral to the Office of Student Conduct. Thank you for your cooperation and assisting in the University’s efforts to keep our community safe.

B. Announcement Example

During the initial two weeks of in-person class, instructors can make the following announcement in their class:

Cal State Fullerton has identified multiple measures to help reduce the risk of infection from COVID-19. These measures are based upon guidance established by the California Department of Public Health along with local health authorities and agencies. We are able to reduce the risk of spreading coronavirus by taking precautions like requiring face coverings while you are in this class and throughout your time on campus and washing and/or sanitizing your hands regularly.

Please review President’s Directive No. 22: Mitigation Measures and Guidelines, which details the expectations for students regarding these health and safety precautions.

Prior to arriving on campus and before entering class, you should conduct a personal health screening and self-monitor for fever, cough, shortness of breath, or other symptoms of respiratory illness. If you are experiencing any of these symptoms, you should stay home and notify me. CSUF requests that any student who tests positive for COVID-19 or becomes aware that they may have been in close contact with someone who either has tested positive for or is suspected to have COVID-19 report the positive result or exposure using the CSUF COVID-19 Self-Reporting Form on CSUF’s Titans Return website, coronavirus.fullerton.edu.

If you require Americans with Disabilities Act (ADA) access for this course or other courses, please contact Disability Support Services.

I will work with you to address any COVID-19 related impact to your participation in and completion of this course. If you have any questions or concerns about this information, please let me know or contact the Dean of Students Office at deanofstudents@fullerton.edu.”