University Policy on Religious Holidays

- Students should notify faculty during the first week of the semester of their intention to be absent from class on their day(s) of religious observance.
- Faculty should extend to these students the courtesy of absence without penalty on such occasions, including permission to make up examinations.
- Faculty who intend to observe a religious holiday should arrange at the beginning of the semester to reschedule missed classes or to make other provisions for their course-related activities.

Blackboard (if applicable)

Blackboard will be used for posting course files and assignments and for communicating with the class. You are already enrolled for this course on Blackboard if you have completed registration for the course. It is your responsibility to periodically check the course site (log in at http://blackboard.gwu.edu/ Using your gwu.edu address) for updates to the syllabus/readings.

2GW (if applicable)

2GW will be used for all online course activities, hosting weekly course content, the posting of course files and assignments and for communicating with the class. Students are already enrolled for this course on 2GW if registration has been completed. It is the student’s responsibility to periodically check the course site for updates to the syllabus/readings/schedules.

Academic Integrity

All Milken Institute School of Public Health students are required to complete an online activity regarding academic integrity. The GW Academic Integrity Activity must be completed within 2 weeks of starting your coursework at GWSPH. See more at: https://publichealth.gwu.edu/integrity#sthash.FlIRdO5H.dpuf

Academic dishonesty is defined as cheating of any kind, including misrepresenting one’s own work, taking credit for the work of others without crediting them and without appropriate authorization, and the fabrication of information. Common examples of academically dishonest behavior include, but are not limited to, the following: cheating; fabrication; plagiarism; falsification and forgery of University academic documents; facilitating academic dishonesty. For the remainder of the code, see https://studentconduct.gwu.edu/code-academic-integrity.

SafeAssign and TurnItIn

All GWSPH faculty have access to the SafeAssign and TurnItIn plagiarism detection services. Please be aware that the work products you submit for this course may be scanned by these tools for originality. Students found plagiarizing will be subject to penalties outlined in the GWSPH Student Handbook and GW Code of Academic Integrity.
Support for Students Outside the Classroom

- **Disabilities Support Services (DSS)**
  Any student who may need an accommodation based on the potential impact of a disability, should contact the Disability Support Services office at 202.994.8250 in Rome Hall, Suite 102, to establish eligibility and to coordinate reasonable accommodations. For additional information please refer to: https://disabilitysupport.gwu.edu/

- **Mental Health Services - 202-994-5300**
  The University’s Mental Health Services offers 24/7 assistance and referral to address students’ personal, social, career, and study skills problems. Services for students include: crisis and emergency mental health consultations, confidential assessment, counseling services (individual and small group), and referrals. For additional information please refer to: https://counselingcenter.gwu.edu/

**Adverse Weather/Class Cancellation**

In the advent of inclement weather or any other emergency, the Milken Institute School of Public Health will follow the decision of the University. Call the University hotline at 202.994.5050 or check the Campus Status at http://CampusAdvisories.gwu.edu In the event of class cancellation, we will email you about rescheduling, assignments due, etc.

**Emergency Preparedness and Response Procedures**

The University has asked all faculty to inform students of these procedures, prepared by the GW Office of Public Safety and Emergency Management in collaboration with the Office of the Executive Vice President for Academic Affairs.

**To Report an Emergency or Suspicious Activity**

Call the University Police Department at 202-994-6111 (Foggy Bottom) or 202-242-6111 (Mount Vernon).

**Fire** (if applicable)

- Pull fire alarm.
- Leave the building immediately using the closest emergency exit, closing doors behind you.
- Call GWPD (202-994-6111) or 911 when safe to do so.
- Move away from the front of the building.
- Re-enter the building only when instructed by officials:
  - Do not assume an alarm is false.
  - USE STAIRS, do not use elevators.
  - If unable to exit the building, go to the nearest exit stairwell or safe area of refuge and call GWPD (202-994-6111) or 911 to report your location.
  - If trained, use a fire extinguisher if fire is small and contained, and room is not filled with smoke.

**Severe Weather** (if applicable)

Thunderstorms are most common type of severe weather in Washington, DC metropolitan area. However, winter storms, extreme hold/cold temperatures, flooding, tornadoes and hurricanes can occur. Check CampusAdvisories.gwu.edu for up-to-date weather advisories and information. **Shelter-in-place** for severe weather events:

- Seek shelter indoors in a low part of building.
- Move to a windowless interior room away from hazardous materials.
- Take cover under a sturdy object or against an interior wall.
- Monitor Campus Advisories and local media.
Wait for all clear before leaving your safe space.

**Violence/Active Shooter** (if applicable)
If an active shooter is in your vicinity, call GWPD (202-994-6111) or 911 when it is safe to do so and provide information, including the location and number of shooter(s), description of shooter(s), weapons used and number of potential victims.

**Get Out:** If there is an accessible escape path, attempt to evacuate the premises.
- Have an escape route and plan in mind; leave your belongings behind; follow instructions of police officers.

**Hide Out:** If evacuation is not possible, find a place to hide where the active shooter is less likely to find you:
- Hide in an area out of the shooter’s view; find protection; lock the doors; block entry to your hiding place; silence your phone; spread out; do not huddle together; wait for law enforcement.

**Take Out:** As a last resort and only when your life is in imminent danger, attempt to disrupt or incapacitate the shooter by:
- Devising a plan; acting as aggressively as possible against him/her; yelling; throwing items and improvising weapons; commit to your actions.

**Evacuation** (if applicable)
An evacuation will be considered if the building we are in is affected or we must move to a location of greater safety. We will always evacuate if the fire alarm sounds. In the event of an evacuation, please gather your personal belongings quickly (purse, keys, GWorld card, etc.) and proceed to the nearest exit. Every classroom has a map at the door designating both the shortest egress and an alternate egress. Anyone who is physically unable to walk down the stairs should wait in the stairwell, behind the closed doors. First responders will check the stairwells upon entering the building.

Once you have evacuated the building, proceed to our primary rendezvous location: the courtyard area between the GW Hospital and Ross Hall. In the event that this location is unavailable, we will meet on the ground level of the Visitors Parking Garage (I Street entrance, at 22nd Street). From our rendezvous location, we will await instructions to re-enter the School.

**Emergency Communications**
CampusAdvisories.gwu.edu: GW’S primary website for incident-related information (including class cancellations).
GW Alert: Notification system that sends emergency alters to email addresses and mobile devices. Students, faculty and staff are requested to maintain current contact information and campus location by logging into alter.gwu.edu. In emergency situations, alters may also appear at the top of university webpages.
GW PAL (Personal Alarm Locator): Download this app to your iOS or Android smartphone. This mobile safety app allows users to quickly communicate with GWPD (when off campus); users can send crime tips to GWPD; call for 4RIDE; check recent GW Alerts. More Information visit safety.gwu.edu
CAPITALERT.gov is a clearinghouse for emergency alerts in the National Capital Region including the District of Columbia’s AlertDC (hsema.dc.gov)