



MERRIMACK COLLEGE

FALL 2021 RETURN TO CAMPUS HANDBOOK

Processes, Protocols and Guidelines

Volume 2 • August 2021





Dear Merrimack College community,

We are looking forward to welcoming everyone back to Merrimack's campus for the Fall 2021 semester, where classes will be fully in person (with the exception of our online graduate and bachelor completion programs), and the residential life on campus will return to a normal experience.

Since the start of the pandemic, Merrimack has done much to mitigate the health risks of COVID-19 among the campus community while maintaining all efforts to keep the campus open, our students learning, and our faculty and staff employed. Our efforts have always followed the same approach — engage in planning with health experts both on and off campus, establish policies and protocols that will keep our campus open and safe, be transparent and communicative, remain flexible and agile in an ever-changing time and, most important, believe in our community to do what is necessary to keep everyone safe.

Following the same approach, we share with you an updated Fall 2021 Return to Campus Handbook. We have worked closely with health officials and coordinated with other colleges and universities to update policies and procedures. This updated Fall 2021 Return to Campus Handbook is a testament to those efforts and is meant to keep our campus community informed and prepared to return to campus safely this fall. It is important that you — as a Merrimack student, parent, faculty or staff— review this guide to understand Merrimack's approach and expectations for the upcoming semester as information has changed.

Our goal for this coming fall is to do what is necessary to minimize the impact of COVID-19 on our campus, and to adapt our policies and procedures as we better understand the COVID-19 Delta variant and its impact on our campus.

The vaccination requirement announced on May 20, 2021, is one step the College took to significantly reduce the risk of those in our community contracting and spreading the virus. We are happy to report that 99.5% of full-time faculty and staff are now vaccinated against COVID-19, and we anticipate 99% compliance from our student population.

By adding additional mitigation strategies of face coverings and surveillance testing, as you will read in the handbook, Merrimack is doing our part to keep our community safe while working toward our goal for a better normal.

If this past year has taught us anything, it is that we must all be willing to embrace change for the health and safety of ourselves, our families and our community. Please know that we will continue to monitor the threat of COVID-19 to our community and we will make adjustments, if necessary, to always prioritize the safety of our students, faculty and staff.

Best,

Christopher E. Hopey, Ph.D.
President

Jeffrey A. Doggett, Ed.D.
Executive Vice President
Chief Financial and Operating Officer

John "Sean" Condon, Ph.D.
Vice President of Academic Affairs
and Provost

WHAT'S IN THIS DOCUMENT

+ KEY FALL INFORMATION	PG. 5	- Campus Community Members Identified as Close Contacts for COVID-19	
+ FALL OPENING	PG. 7	- Experiencing Symptoms While Off Campus	
+ PRIOR TO COMING TO CAMPUS	PG. 8	- Departure Plans	
- COVID-19 Vaccine Requirement		- Mental Health and Wellness	
+ FALL SCHEDULE	PG. 9	- Campus Health Services	
+ HOURS OF OPERATION	PG. 10	- Hamel Health New Location	
+ UNDERGRADUATE AND GRADUATE COURSE DELIVERY	PG. 11	+ CAMPUS COVID-19 POLICIES: CAMPUS SHUTDOWN POLICIES AND PLAN	PG. 25
+ ADVISING AND REGISTRATION	PG. 11	- Campus Outbreak of COVID-19	
- Still want to register for Fall 2021?			
SECTION I			
+ GENERAL SAFETY POLICIES FOR ALL MEMBERS OF THE COMMUNITY	PG. 13		
- Entering Campus: Faculty, Staff and Students			
- Campus Visitors			
- Shared Rides, Deliveries and Packages			
+ RETURN-TO-CAMPUS GUIDELINES AND PROTOCOLS	PG. 15		
- Health and Safety			
- Ongoing Monitoring			
+ VACCINATION INFORMATION	PG. 16		
- Undergraduate Students			
- Graduate Students			
- Professional and Nontraditional Students			
- International Students			
- Faculty and Staff Vaccination			
- Parent, Vendor, Visitor and Guest Vaccination Submission			
- Vaccination Exemption Request			
- Campus Health and Safety Measures			
- Compliance and Enforcement of COVID-19 Policies			
- Experiencing Symptoms While on Campus			
- Symptom Monitoring			
+ COVID-19 CAMPUS GUIDELINES AND SAFETY PROTOCOLS	PG. 21		
- Face Coverings Policy			
- Social Distancing			
- Campuswide Regular Surveillance COVID-19 Testing: Once a Week			
- COVID-19 Symptomatic Testing			
- Campus Community Members Who Test Positive for COVID-19			
- Positive Test Results and Contact Tracing			
		SECTION II	
		+ TEACHING AND LEARNING FOR FALL 2021 SEMESTER	PG. 27
		- Academic Calendar	
		- Undergraduate and Graduate Course Delivery	
		- Advising and Registration	
		+ ATTENDING CLASS ON CAMPUS	PG. 28
		- Face Coverings	
		- Classroom Density	
		- Classroom Protocols	
		- After-Hours Use of Classrooms and Academic Spaces	
		+ ADVISING, SUCCESS COACHING, TUTORING AND LIBRARY USE	PG. 29
		- Academic Advising	
		- Success Coaching	
		- Tutoring and Study Partner Programs	
		- Academic Accommodations	
		- McQuade Library	
		+ EXPERIENTIAL LEARNING AND STUDENT EMPLOYMENT	PG. 30
		- Study Abroad	
		- On-Campus Jobs	
		- O'Brien Center for Career Development	

WHAT'S IN THIS DOCUMENT

SECTION III

+ LIVING ON CAMPUS PG. 32

- Fall 2021
- Fall 2021 Housing Capacity and Assignments
- Move-In Details
- Residential Hall Registered Events
- Guests and Visitors to Residential Students

+ COMMUTER STUDENTS PG. 33

- Undergraduate Commuter Student Experience Fall 2021
- Arriving to Campus
- The Commuter Lounge
- Visiting Residence Halls

+ GRADUATE STUDENTS PG. 34

- Arriving to Campus
- Graduate Student Lounge
- Graduate Student Senate
- Visiting Residence Halls

+ CAMPUS PARKING PG. 35

- Faculty and Staff Parking
- Commuter Students
- Resident Students
- Parking Pass Distribution
- Guests, Visitors, Vendors and Contractors
- Off-Campus Parking
- Shuttle Services

+ TRAVEL AND TRANSPORTATION PG. 36

- Traveling to Massachusetts from Out of State
- College Vehicle Use

+ ATHLETICS, RECREATION AND FITNESS CENTER PG. 37

- Campus Recreation
- Division I Athletics

+ FACULTY AND STAFF MEETINGS AND EVENTS PG. 38

+ STUDENT ORGANIZATIONS MEETINGS AND EVENTS PG. 38

- Graduate Student Experience
- Warrior Network App CORQ

+ DINING PG. 39

- Meal Plans
- Dining Locations
- Grocery Delivery
- Off-Campus Food Delivery Policy
- Post Office Packages and Mailing

SECTION IV

+ TUITION AND FEES 2021-2022 PG. 43

- Tuition, Fees, Room and Board Billing Statement
- Adding New Individuals as Payers in Your Student Account Center
- Payment Plans
- Financial Aid
- Financial Concerns
- Alternative Loans

+ FULL-TIME TUITION AND COMPREHENSIVE FEE PG. 45

- Room and Board
- Student Health Insurance

+ REFUND POLICY PG. 45

- Agreement

+ ACKNOWLEDGMENT OF RISK PG. 46

+ QUESTIONS AND CONCERNS PG. 46

- Contact List



KEY FALL INFORMATION

As we have for the past year, Merrimack will continue to follow the science and guidance of the various health and government agencies involved in combating the COVID-19 pandemic, an approach that allowed the College to be open during the entire 2020-2021 academic year. We are proud and grateful that throughout the past year, our community came together to support and look out for one another while finding innovative ways to accomplish what other institutions did not even attempt. Using the foundation we established, and by continuing to listen to experts, Merrimack has tailored an approach for the 2021-2022 academic year that we believe, if followed, will allow our community to return to most of the campus experiences we all want.

This fall, we look forward to seeing all members of our community (students, faculty and staff) return to enjoy our residential and on campus experience — filled with in-person classes, socializing with friends, cheering on our Warriors at athletic events, celebrating milestones and all the traditions that are part of the Merrimack culture. We recognize that everyone will be on different paths as it relates to comfort levels in returning to a new normal. We will continue to do our best to support each other.

This updated handbook outlines what we will do as a community to provide the greatest opportunity to experience the fulfilling year that we are all looking forward to. It is important that all members of our community read this handbook in its entirety. However, we would like to highlight several key areas:

VACCINATION REQUIREMENT

All students, faculty, staff, vendors, visitors and guests are required to be vaccinated for COVID-19 to access campus. In order to have a fully on-campus and residential experience, it is critical for our students, faculty and staff to submit verification that they are fully vaccinated. For complete information on the College's vaccine policy, please see [page 16](#).

COVID-19 SURVEILLANCE TESTING

As the College learns more about the COVID-19 Delta variant and its impact on our campus, every student, faculty and staff member will be surveillance tested once a week from Monday, August 30 - Friday, October 1. COVID-19 surveillance testing will take place in the Rogers Center for the Arts and will be through a self-administered swab test approved by the Broad Institute. Students, faculty and staff who test positive will be contacted by the College with instructions on what to do next. Negative test results will be assumed and not communicated. See [page 22](#).

DAILY SYMPTOM CHECKS

There is no daily symptom check requirement, but students, faculty and staff should use common sense and if they do not feel well – do not go to class, do not come to work, wear a face covering and get a COVID-19 test. If students experience symptoms, they should reach out to Hamel Health at (978) 837-5441 for assistance. If a commuter student, faculty or staff member experiences symptoms, they should remain home and contact their primary care physician for assistance. Any residential student who experiences symptoms should stay in their rooms and contact Hamel Health. Please note: all members of the Merrimack College Community will have access to rapid COVID-19 testing at Hamel Health. [See page 22.](#)

FACE COVERINGS AND SOCIAL DISTANCING

The College will not at this time be instituting a campus wide face covering/mask mandate. Instead the College will enforce face coverings in academic settings, at institutional events where advertised, in the Merrimack Shuttle and College vans, and in the Rogers Center Testing Center. The College reserves the right to designate certain events, such as events held at the Rogers Center, Gallant and Lawlor Arenas and Hammel Court as needing face coverings if the circumstances warrant.

Face coverings are not required outdoors, in dining halls, in fitness spaces, in McQuade Library common spaces, in the Sakowich Campus Center, residence halls, locker rooms, or at outdoor events unless otherwise noted.

Face coverings are required in classrooms and laboratories for all students effective until Friday, October 1, 2021. [See page 21.](#)

CAMPUS ACCESS AND IDENTIFICATION

All members of the campus community who are compliant with the COVID-19 vaccination requirement (either vaccinated or received an approved exemption) will receive a new 2021-2022 Merrimack identification card. These cards will look the same for all compliant campus members based on category (faculty and staff, undergraduate student, graduate student, vendor, guest) and will serve as the only institutional identification for access onto campus. All guests, fans and visitors must have proof of vaccination and must show proof of vaccination or approved exemption to enter campus. Access to campus will be denied without being compliant with this process. [See page 13.](#)

ATTENDING CLASSES

All classes will be on campus and in person (with the exception of online graduate and bachelor completion programs). Classrooms will be at full capacity. Plexiglass will be available in all classrooms for faculty to use at their discretion. The College is mandating face coverings in all learning environments (classrooms, labs, etc.) for all students effective until Friday, October 1, 2021. Faculty may remove their own face covering to teach at their discretion. [See page 28.](#)

ACTIVITIES ON CAMPUS

From student organization meetings to club sports, music and theater, exercising in the fitness center, attending a Division I athletic event and more, the student experience will be less restrictive and the campus will be more accessible and open to those who are fully vaccinated. [See page 38.](#)

RESIDENTIAL LIVING

Residential students will be able to visit friends in other residential buildings, capacity limits are increased and registered events will be allowed. [See page 32.](#)

CAMPUS ACCESS AND VISITORS

The College will continue to monitor the entrances to campus. Everyone entering campus must be fully vaccinated, this includes all students, faculty, staff, vendors, visitors and guests. Those who are not fully vaccinated, or have an approved exemption, will not be permitted on campus.. [See page 13.](#)

FALL OPENING

The Fall 2021 semester will begin on Monday, August 30, and the last day of classes will be Thursday, December 9; the last day of finals will be Friday, December 17. The College will celebrate regular fall holidays including Labor Day, Indigenous Peoples Day, Veterans Day and Thanksgiving.

The move-in process began with residence hall move-in on Wednesday, August 25 for new students, and returning students move-in on Sunday, August 29.

There are currently no Massachusetts or federal travel restrictions for students living in the United States but outside of Massachusetts, and therefore there are no requirements for domestic students to quarantine upon arrival to campus. The same applies for international students who are vaccinated. International students who are not yet vaccinated will need to quarantine off campus until they have received their vaccine and after their waiting period ends ([see page 17](#)). The College will use the first week of testing as its COVID-19 baseline testing.

Throughout the course of the semester, the College will continue to work closely with public health agencies such as the Department of Public Health (DPH) and the Centers for Disease Control (CDC) to meet the public health needs of our community as the conditions of the pandemic continue to evolve.

The College will remain vigilant and responsive, which proved to be important last year as external circumstances and COVID-19 guidelines impacted internal policies and procedures. While the Commonwealth of Massachusetts has no guidelines for higher education institutions at this time, Merrimack reserves the right to alter or amend its COVID-19 safety policies and will communicate any adjustments to policies if it becomes necessary and in accordance with institutional, public health and government guidelines, and authorities.

The number one priority of the College remains to be the health and safety of our community, and our commitment to providing an exceptional experience has never been stronger.



PRIOR TO COMING TO CAMPUS

COVID-19 VACCINE REQUIREMENT FOR ALL STUDENTS, FACULTY, STAFF, VENDORS AND VISITORS

As announced on May 20, 2021, Merrimack College will return to full campus operations and activities this fall while continuing to keep our community of students, faculty, staff and alumni safe. At the Town Hall meeting on July 29 the COVID-19 vaccination mandate was expanded to anyone entering the Merrimack College campus. One of the clearest actions everyone can take in order to safely return to full campus operations and fully take advantage of and enjoy our campus and residential experience is to ensure that our community is vaccinated. **As such, any Merrimack student who comes to campus or plans to engage in any type of College activity, internship, fellowship or student teaching positions, as well as faculty, staff vendor, guests and visitors must be in compliance with the College's mandatory COVID-19 vaccination policy prior to participating in College sponsored or required classes, work or activities (on or off campus) for the Fall 2021 semester.**

Having all students, faculty, staff, vendors, visitors and guests fully vaccinated is a key step for the College to return to as close to a normal residential experience as possible and to reduce the risk of COVID-19 on campus. "Fully vaccinated" is defined as completing the full course of a vaccine – one dose of Johnson & Johnson or two doses of Moderna, Pfizer or WHO-approved international vaccines – and completing the necessary post-vaccination waiting period.

As a result of the COVID-19 vaccination requirement, the campus has reduced the risk of COVID-19 transmission on campus.

We expect that 99% of our community will be vaccinated. 99.5% of our full time faculty and staff have already been vaccinated and reported their vaccination records to the College. Like other vaccine requirements in place, medical and religious exemptions can be reviewed. Please note that medical exemptions will require an explanation from your physician and a religious exemption will require a personal statement in your own voice describing your sincerely held religious belief. Please also note that philosophical exemptions will not be accepted and are not a sufficient reason for an exemption under Massachusetts law.

As of Tuesday, August 10, 2021, students, faculty and staff access campus by showing their 2021-2022 Merrimack identification card. To receive a 2021-2022 Merrimack identification card faculty, staff and students must be in compliance with the vaccination policy prior to their arrival to campus as outlined below.

All faculty and staff were required to provide proof of vaccination through their CoVerified app by Monday, August 9, 2021. [See page 16.](#)

All students must submit their vaccination documentation before returning to campus. Returning students who have access to CoVerified can upload proof of their vaccination to their CoVerified app, new students can upload proof of their vaccination to the [patient portal](#), any student can email a copy of their proof of vaccination to hamelhealthcenter@merrimack.edu. Dates for submitting this documentation will vary based upon each individual students' planned arrival date to campus. [See page 16.](#)

- Students who are out of compliance with the vaccination policy (either because they have not submitted proof of vaccination or have not received approval of their exemption request) will not have access to campus until such time as they are compliant.
- Faculty and staff who are out of compliance with the vaccination policy (either because they have not submitted proof of vaccination or have not received approval for their exemption request) will not be able to access campus until such time as they are compliant. Employees who are out of compliance with the vaccination policy and who need to access campus to perform their job duties will not be able to do so and may be subjecting themselves to disciplinary action, which may include removal from their position.

FALL SCHEDULE

The College's academic calendar for the Fall 2021 semester will be more of a regular semester calendar than last year, including holidays, major events and other days when administrative offices are closed.

AUGUST

9	(Monday)	Deadline for faculty and staff to provide proof of vaccination
10	(Tuesday)	New campus access procedures take effect
18	(Wednesday)	Deadline for all new students to provide proof of vaccination
23	(Monday)	Deadline for all returning students to provide proof of vaccination
25	(Wednesday)	New student move-in
29	(Sunday)	Returning undergraduate student and graduate student move-in
30	(Monday)	FALL CLASSES BEGIN (all programs) Opening of the Academic Year Mass of the Holy Spirit

SEPTEMBER

2	(Thursday)	Academic Convocation
3	(Friday)	Last day for adding and dropping classes (all programs) Last day for converting to or from Audit Last day for conversion of "N" grade for Summer 2021
6	(Monday)	LABOR DAY (No classes, Administrative offices open)
7	(Tuesday)	First-year advising meetings for freshmen

OCTOBER

1-3	(Fri.-Sun.)	HOMEcomings WEEKEND
8	(Friday)	Eight-week Fall Session 1 begins — last day to withdraw with a "W"
11	(Monday)	INDIGENOUS PEOPLES' DAY (Administrative offices closed; no classes)
12	(Tuesday)	FALL BREAK (Administrative offices closed; no classes)
22	(Friday)	Eight-week Fall Session 1 — last day of classes
25	(Monday)	Eight-week Fall Session 2 begins
25-27	(Mon.-Wed.)	Senior advisement for registration for Spring 2022
26	(Tuesday)	Midterm grades due by midnight Eight-week Fall Session 1 — final grades due
28	(Thursday)	Senior registration opens for Spring 2022
29	(Friday)	Eight-week Fall Session 2 — last day for adding and dropping classes

NOVEMBER

1-3	(Mon.-Wed.)	Junior advisement for registration for Spring 2022
4	(Thursday)	Junior registration opens for Spring 2022
8-10	(Mon.-Wed.)	Sophomore advisement for registration for Spring 2022
11	(Thursday)	VETERANS DAY (Administrative offices closed; no classes)
12	(Friday)	Sophomore registration opens for Spring 2022 Last day to withdraw with a "W" Last day to convert to Pass/Fail
15-17	(Mon.-Wed.)	Freshmen advisement for registration for Spring 2022
18	(Thursday)	Freshmen registration opens for Spring 2022
24-28	(Wed.-Sun.)	THANKSGIVING RECESS (Administrative offices closed; no classes)
29	(Monday)	College reopens; classes resume

DECEMBER

3	(Friday)	Eight-week Fall Session 2 - last day to withdraw with a "W"
9	(Thursday)	Last day of fall classes
10	(Friday)	Reading day
13-17	(Mon.-Fri.)	Final examinations
17	(Friday)	Eight-week Fall Session 2 - last day of classes Last day of final examinations
18	(Saturday)	Snow day for final exams
21	(Tuesday)	Final grades for all undergraduate, graduate and eight-week Fall Session 2 due by 5 p.m.

HOURS OF OPERATION

Office	Hours
Campus Access	24 hours a day, 7 days a week Campus access will be monitored at gates which will primarily be the Elm Street Entrance (North) and 125 Entrance (South). The Route 114 exit will only be accessible for outbound traffic. Times may vary on the availability of the 125 Entrance.
COVID-19 Surveillance Testing Center Rogers Center for the Arts Lobby	Monday through Friday from 10:00 a.m.- 6:00 p.m. Students, faculty and staff should test on the day of the week assigned to the first letter of their last name as outlined below: <ul style="list-style-type: none"> • Monday - If your last name begins with A-E • Tuesday - If your last name begins with F-J • Wednesday - If your last name begins K-O • Thursday - If your last name begins with P-T • Friday - If your last name begins with U-Z Please note, if you do not regularly come to campus on testing day assigned, please come the following day you are on campus.
Merrimack College Police Department	24 hours a day, 7 days a week
Administrative Offices	Monday-Friday, 8:30 a.m. to 4:30 p.m.
Task Force Hotline	Monday-Friday, 8 a.m. to 8 p.m. Saturday, 10 a.m. to 5 p.m. Sunday, 10 a.m. to 5 p.m.
Fitness Center	Monday-Thursday, 7 a.m. to Midnight Friday, 7 a.m. to 10 p.m. Saturday, 10 a.m. to 10 p.m. Sunday, 10 a.m. to Midnight
McQuade Library	Monday-Thursday, 24 Hours Friday, Closes at 1 a.m. Saturday, 10 a.m. to 1 a.m. Sunday, opens at 10 a.m. and returns to 24 hours
Post Office	Monday-Friday, 8:30 a.m. to 4 p.m.
Sakowich Campus Center	24 hours a day, 7 days a week
Hamel Health	Monday-Friday, 9 a.m. to 5 p.m. Saturday, 9 a.m. to 1 p.m. Sunday, 9 a.m. to 1 p.m.

Merrimack College follows guidelines from the Commonwealth of Massachusetts. Campus hours are subject to change if state or federal guidelines are modified.

Have a question? Last year, the College created a Task Force Hotline that received and responded to over 60,000 questions. If you have a question, reach out and let us help. The Task Force can be reached at taskforce@merrimack.edu or (978) 837-5599.



UNDERGRADUATE AND GRADUATE COURSE DELIVERY

Students are able to register for fall semester courses through the end of the add/drop period (Friday, September 3, 2021 for all programs). As in any semester, undergraduate students are required to meet with their academic advisor prior to registration, and graduate students should consult with their program director regarding planning for registration.

All classes will be taught in person and in the classroom or lab on campus (with the exception of online graduate and bachelor completion programs). All classrooms and laboratories will be at full capacity.

Instruction will be delivered through face-to-face meetings held at regular meeting times in a dedicated physical space. The learner and the instructor will be physically located in the same place at the same time. Students are expected to attend class in person. There are no remote options for the semester, and classes will not be taught through Zoom or other online teaching modules. Faculty will be able to teach without the use of barriers but may do so at their discretion. The College is mandating face coverings in all learning environments (classrooms, labs, etc.) for all students effective until Friday, October 1, 2021. Faculty may remove their own face covering to teach at their discretion.

Students who must isolate or quarantine as a result of contracting COVID-19, or being identified as a close contact of a positive case, will work with their faculty to ensure they remain current with their coursework. Students who are fully vaccinated and have no symptoms will not have to be quarantined, but will be required to wear a face covering and test on the fifth day following an exposure.

ADVISING AND REGISTRATION

STILL WANT TO REGISTER FOR FALL 2021?

Students can still register for fall semester courses through the add/drop period. When students are registering in **MyMack** for the fall semester, please reach out to your advisor. All classes will be on campus and in person (with the exception of online graduate and bachelor completion programs).

IN THIS SECTION

- + GENERAL SAFETY POLICIES FOR ALL MEMBERS OF THE COMMUNITY**
- + RETURN TO CAMPUS GUIDELINES AND PROTOCOLS**
- + VACCINATION INFORMATION**
- + COVID-19 CAMPUS GUIDELINES AND SAFETY PROTOCOLS**
- + CAMPUS COVID-19 POLICIES: CAMPUS SHUTDOWN POLICIES AND PLAN**

GENERAL SAFETY POLICIES FOR ALL MEMBERS OF THE COMMUNITY

THE STUDENT EXPERIENCE FOR FALL 2021

We are ready to welcome our Warrior community back together this fall and to celebrate the spirit and camaraderie that carried us through the past year. This will be an exciting year of socializing, making memories and getting back to campus programs, athletic events, theater performances, club and organization meetings, as well as our large signature events including the Block Party, Homecoming, Celebration of Light and Hope, Commencement and much more. As always, our campus experience will offer something for everyone.

As a result of the COVID-19 vaccination policy and community compliance, students will be able to walk freely into any building on the campus and participate in activities as they would have prior to the pandemic. There will no longer be residential cohorts or reduced percentage capacities in common spaces across the campus.

ENTERING CAMPUS: FACULTY, STAFF AND STUDENTS

One change made to the campus last year that will remain is the successful effort to safeguard the campus by gating and guarding all campus entrances. This fall, campus access will be limited to students, faculty, and staff who show their 2021-2022 valid Merrimack College identification card.

Students, faculty and staff will need to present their 2021-2022 Merrimack College identification before gaining access to campus. The only way to get a new Merrimack identification card is through proof of vaccination (see [page 16](#)). Past credentials will not be accepted and campus access will be denied without this 2021-2022 Merrimack College identification card. The College will not be using the CoVerified app for campus access during the Fall 2021 semester.

Students, faculty and staff who forget their Merrimack identification card will be directed to Lot A and will need to contact the Task Force.

CAMPUS VISITORS

Generally, approved visitors and guests will be allowed onto the campus. For the Fall 2021 semester there are various types of guests and visitors. Visitor experiences on campus will be limited depending on the visit.

There will be no exceptions, unless approved by the Office of the Executive Vice President. Access to campus is restricted to only those who are vaccinated and show proof of vaccination.

For any parent, spouse, family member, partner, vendor, fan, neighbor or any other visitor to campus you must be vaccinated, have proof of vaccination and show proof of vaccination at the gate to gain access to campus.

The College will make available a special 2021-2022 Merrimack identification card for those visitors who wish to have one. The card would serve as proof of vaccination at the gate and affords the person to visit campus without being registered prior to arrival (this does not include residential overnight guests who must be registered). Parents, family members and employee's spouses are recommended to take advantage of this opportunity.

All other guests will need to register through their sponsored hosts who will coordinate entry through the Task Force no less than 48 hours before arrival. Those visitors must be fully vaccinated, have proof of vaccination (a CDC vaccinated card) and make it available to be shown at the gate. Access will be denied to anyone who is not registered or unvaccinated.

The College has designated two locations on the campus Lot A at the Elm Street entrance and Lot L at the Merrimack Athletic Center as a pick up/drop off location where an unvaccinated individual can park, remain in their car for a pick up/drop off. Those assigned to these areas may not exit their car. Noncompliance will result in being removed from campus, trespassed and potentially arrested.

- **Guests without a 2021-2022 Merrimack identification card to the academic or administrative (but not residential) areas of campus during the day:** An approved guest is someone who has a campus host. The host must request **Task Force** approval for the guest to gain entrance onto campus. The approval request should be made at least 48 hours in advance. All guests in this category who enter the campus will need to show proof of vaccination. Guests will need to be accompanied by their host or host department and will only have access to areas of the campus appropriate to the visit

- **Approved assigned groups of visitors without a 2021-2022 Merrimack identification card:** Vendors, contractors, visitors to the Admission Welcome Center, visitors to the Campus Bookstore, campus partners (such as Abbott Lawrence Academy and Islander Hockey participants) and visiting athletic teams will be approved guests on campus through the Task Force. These guests will be restricted to designated areas of the campus unique to their time on campus. Faculty and staff requesting access for vendors or guests to campus must contact the Task Force a minimum of 48 hours in advance of their arrival to confirm their eligibility to access campus. All vendors and guests must be compliant with the College's COVID-19 vaccination policy. Fully vaccinated is defined as completing the full course of a vaccine – one dose of Johnson & Johnson, two doses of Moderna or Pfizer or WHO-approved international vaccines – and completing the necessary post-vaccination waiting period. No guest or vendor will be allowed access to campus without confirmation in advance of their arrival from the Task Force.
- **Ticketed and event visitors without a 2021-2022 Merrimack identification card:** Guests who are fans attending a sporting event or are guests of a large-scale event on campus will need to have their COVID-19 vaccination verified in order to gain access to campus. Ticket sales are dependent on attestation of being vaccinated and entry to campus for the athletic event is only allowed to those who have proof of vaccination (a 2021-2022 Merrimack identification card or a CDC vaccination card). Those who purchase tickets but do not have proof of vaccination or comply with the College's vaccine policy will not be allowed on campus and their ticket will not be refunded.
- **Residential guests fall into two categories:**

DAY GUESTS

Vaccinated family or friends of residential students will be allowed to visit on campus in the residential areas. Those family and friends who have a 2021-2022 Merrimack identification card will be able to do so freely during the day. Those who do not have a card will need to be registered 24 hours in advance and will need to be vaccinated, have proof of vaccination and provide proof of registration at the gate.

Residential students who would like to register their family member who does not have a 2021-2022 Merrimack identification card to come onto campus during the day must fill out the day guest registration form 24 hours in advance of the visit. Please note that the student must log into their Merrimack account and fill out the form. If this form is not completed, family members and friends will only be allowed to pick up or drop off at Lot A near the Elm Street entrance. The day guest registration form will be available once the fall semester begins on the [Office of Residence Life webpage](#).

Commuter students may visit the residence halls during the day when invited.

OVERNIGHT GUESTS

Residential students may also register friends to visit in the residential area for an overnight stay (including a commuter student). Students who would like to register an overnight guest must have consent from their roommate(s) and fill out the overnight guest registration form (located on the [Office of Residence Life webpage](#)) 72 hours in advance of the visit. All overnight guests including those who have a 2021-2022 Merrimack identification card must be registered. Failure to have overnight guests both registered and vaccinated will result in denial of entry to campus. Residential guests will not be permitted without proof of vaccination and will be sent off campus without it.

SHARED RIDES, DELIVERIES AND PACKAGES

Students, faculty and staff who wish to use rideshare transportation or utilize any food delivery systems should direct all pickups and deliveries to Lot A at the Elm Street entrance. **Please do not use off-campus addresses for any pickups or deliveries, as doing so is unsafe and disruptive to our neighbors.** All mail and package deliveries will be directed to the loading dock behind the Sakowich Campus Center and collected by the Post Office. Students may pick their packages up at the Post Office on the second floor of the Sakowich Campus Center.

RETURN-TO-CAMPUS GUIDELINES AND PROTOCOLS

Merrimack College's first priority will remain, as always, the health and safety of our students, faculty and staff throughout the ongoing COVID-19 pandemic. Merrimack College will continue to use evidence-informed methods and policies to protect the health and safety of all students, faculty and staff while on campus.

One of the clearest actions everyone can take to safely return to full campus operations, and to fully take advantage of and enjoy our campus and residential experience, is to ensure that our community is vaccinated. As such, any Merrimack student who comes to campus or plans to engage in any type of College activity, internship, fellowship or student teaching position must be in compliance with the College's mandatory COVID-19 vaccination policy prior to participating in College-sponsored or required classes, work or activities (on or off campus) for the Fall 2021 semester. Having all students, faculty, staff, vendors, visitors and guests fully vaccinated is a key step for the College to return to as close to a normal residential experience as possible, and to reduce the risk of COVID-19 on campus. "Fully vaccinated" is defined as completing the full course of a vaccine — one dose of Johnson & Johnson or two doses of Moderna, Pfizer or WHO-approved international vaccines — and completing the necessary post-vaccination waiting period.

What makes Merrimack College unique as a community is that we all look out for one another. In the coming months, you will need to be cognizant that your actions impact others — especially if you do not feel well. It is essential that we protect each other and mitigate the spread of the disease. The following sections outline policies, health measures and changes to the campus' social experience in order to assist in this effort and mitigate the spread of COVID-19.

HEALTH AND SAFETY

- All students, faculty, staff, visitors and guests must be in compliance with the College's COVID-19 vaccination policy as outlined on [page 16](#) prior to arriving on campus.
- All students, faculty, staff, visitors and guests who are in compliance with the College's COVID-19 vaccination policy will be provided a 2021-2022 Merrimack identification card. This identification card, which will be the same for all compliant community members, will be the single credential for campus access for the Fall 2021 semester.
- All members of the campus community, including all visitors and guests should take responsibility for monitoring their own health daily (see [page 20](#)), as well as for self-reporting, self-quarantining and self-isolating should they test positive for COVID-19 (see [page 20](#)).
- The College will require weekly asymptomatic surveillance COVID-19 testing from Monday, August 30–Friday, October 1. Students who wish to be tested as a result of being symptomatic can do so at Hamel Health or through their physician, urgent care facility or pharmacy.
- The College will not at this time be instituting a campus wide face covering/mask mandate. Instead the College will enforce face coverings in academic settings, at institutional events where advertised, in the Merrimack Shuttle and College vans, and in the Rogers Center Testing Center. Face coverings are required in classrooms and laboratories for all students effective until Friday, October 1, 2021. Faculty may remove their own face covering to teach at their discretion. Face coverings are not required but are strongly encouraged outdoors, in dining halls, in fitness center spaces, in the McQuade Library, in the Sakowich Student Campus Center, residence halls or at outdoor events unless otherwise noted. Face coverings are strongly recommended in all other indoor venues on campus, including in areas where students, faculty and staff are moving to and from or within these venues at their own discretion.

ONGOING MONITORING

The College will continue to monitor the ongoing developments related to COVID-19 prevention, communications, outreach and response planning, and will advise the community on policies and decisions aimed at ensuring the safety of Merrimack students, faculty and staff.

VACCINATION INFORMATION

As announced on May 20, 2021, Merrimack College will return to full campus operations and activities this fall while continuing to keep our community of students, faculty and staff safe. **Any Merrimack student who comes to campus or plans to engage in any type of College activity, internship, fellowship or student teaching position must be in compliance with the College's vaccination policy prior to participating in College sponsored or required classes, work or activities (on or off campus) for the Fall 2021 semester.** Faculty and staff will also need to be in compliance with the vaccination policy by Monday, August 9, 2021. All guests, visitors and vendors will need to provide proof of vaccination in order to access campus. "Fully vaccinated" is defined as completing the full course of a vaccine — one dose of Johnson & Johnson or two doses of Moderna, Pfizer or WHO-approved international vaccines — and completing the necessary post-vaccination waiting period.

Like other vaccine requirements in place, medical and religious exemptions will be considered for students, faculty and staff consistent with state and federal law. For faculty, staff and students who have begun their vaccine regiment, they may seek provisional approval to be on campus.

Per Merrimack College's policy on vaccination compliance, the College will endeavor not to reveal who is and who is not vaccinated — much like we did not reveal who tested positive for COVID-19. If individuals wish to share their personal vaccination information with others, they may. The College does not and will not allow anyone to force any community member to reveal COVID-19 vaccination information to anyone not authorized to have such information.

UNDERGRADUATE STUDENT VACCINATION AND VACCINATION SUBMISSION

All undergraduate students who come to the campus or engage in a Merrimack College activity, internship, fellowship, student teaching opportunity, etc. must be in compliance with the College's COVID-19 vaccination policy prior to participating in any Merrimack College sponsored or required on- or off-campus classes, work or activities for the Fall 2021 semester.

All undergraduate students must submit their vaccination documentation through their immunizations records on the **Merrimack Patient Portal**, their CoVerified app or by emailing proof of vaccination to hamelhealthcenter@merrimack.edu before returning to campus:

- Students returning to campus early for athletics, or on-campus positions must have submitted documentation before Sunday, August 1, 2021.
- New students coming to campus must have submitted documentation before Wednesday, August 18, 2021.
- Returning students must have submitted documentation before Monday, August 23, 2021.
- Please note as of Tuesday, August 10, 2021, students not in compliance with the vaccination policy will not be able to access the campus.

GRADUATE STUDENT VACCINATION AND VACCINATION SUBMISSION

All graduate students who come to the campus or engage in a Merrimack College activity, internship, fellowship, student teaching opportunity, etc. must be in compliance with the College's COVID-19 vaccination policy prior to participating in any Merrimack College sponsored or required on- or off-campus classes, work or activities for the Fall 2021 semester.

All graduate students must submit their vaccination documentation through their immunizations records on the **Merrimack Patient Portal**, their CoVerified app or by emailing proof of vaccination to hamelhealthcenter@merrimack.edu before returning to campus:

- Students returning to campus early for athletics or on-campus positions must have submitted documentation before Sunday, August 1, 2021.
- Graduate students must have submitted their vaccine documentation no less than one week prior to their arrival to campus or by Monday, August 23, 2021.



PROFESSIONAL AND NONTRADITIONAL STUDENTS VACCINATION AND VACCINATION SUBMISSION

All professional and nontraditional students who come to the campus or engage in a Merrimack College activity, internship, fellowship, student teaching opportunity, etc. must be in compliance with the College's COVID-19 vaccination policy prior to participating in any Merrimack College sponsored or required on- or off-campus classes, work or activities for the Fall 2021 semester.

Students must submit their vaccination documentation through their immunizations records on the **Merrimack Patient Portal**, their CoVerified app or by emailing proof of vaccination to hamelhealthcenter@merrimack.edu before returning to campus:

- Students returning to campus early for athletics or on-campus positions must have submitted documentation before Sunday, August 1, 2021.
- Professional and nontraditional students must have submitted their vaccine documentation no less than one week prior to their arrival to campus or by Monday, August 23, 2021.

INTERNATIONAL STUDENTS VACCINATION AND VACCINATION SUBMISSION

All international students who come to the campus or engage in a Merrimack College activity, internship, fellowship, student teaching opportunity, etc. must be in compliance with the College's COVID-19 vaccination policy and follow all CDC travel guidelines prior to participating in any Merrimack College sponsored or required on- or off-campus classes, work or activities for the Fall 2021 semester.

All students must submit their vaccination documentation through their immunizations records on the **Merrimack Patient Portal**, their CoVerified app or by emailing proof of vaccination to hamelhealthcenter@merrimack.edu before returning to campus:

- Students returning to campus early for athletics or on-campus positions must have submitted documentation before Sunday, August 1, 2021.
- International students must submit their vaccine documentation no less than one week prior to their arrival to the United States, or if already in the United States no less than one week prior to arriving on campus.

Students traveling to the United States with limited access to vaccines must contact the **Task Force** before arriving on campus and will be assisted by the College shortly after their arrival to receive a vaccine. If you have not already done so, please coordinate your return to campus with the International Student Support Office by emailing iss@merrimack.edu.

FACULTY AND STAFF VACCINATION AND VACCINATION SUBMISSION

As of Monday, August 9, 2021 all faculty and staff were required to provide proof of vaccination. Medical and religious exemption forms may be requested through the Task Force.

"Fully vaccinated" is defined as completing the full course of a vaccine — one dose of Johnson & Johnson or two doses of Moderna, Pfizer or WHO-approved international vaccines — and completing the necessary post-vaccination waiting period.

Faculty and staff must submit their vaccination documentation through their CoVerified app by completing the following steps:

- Open the CoVerified app on your smartphone.
- In the bottom middle, click "+."
- Select "Upload Vaccine Record."
- Select Vaccination type "COVID-19 Vaccine."
- Select Manufacturer of the vaccine you received.
- Enter date in "Date performed."
Date performed should be the date of your second dose if you receive Moderna or Pfizer. Import this information only after you have received your second dose.
- Date performed for those who received a single dose of Johnson & Johnson will be the date of your vaccination.
- Enter Location.
Location is where you received your vaccination.
- Click "Attach a file."
- Click "Load image from device" and select a photo of the front of your COVID-19 Vaccination Record Card as proof of vaccination.

Please note, all employees who have been remote will not have an account for the CoVerified app. In these cases, remote employees should notify the Task Force who will assist with getting access to the app. This measure should be completed before arriving on campus. For all new employees, Human Resources will require a COVID-19 proof of vaccination as part of the onboarding process.

PARENT, VENDOR, VISITOR AND GUEST VACCINATION SUBMISSION

For any parent, spouse, family member, partner, vendor, fan, neighbor or any other visitor to campus you must be vaccinated, have proof of vaccination and show proof of vaccination at the gate to gain access to campus.

The College will make available a special 2021-2022 Merrimack identification card for those visitors who wish to have one. The card would serve as proof of vaccination at the gate and affords the person to visit campus without being registered prior to arrival (with the exception of residential overnight guests). Guests who wish to obtain a 2021-2022 Merrimack Identification card can do so on campus by notifying the Task Force up to 24 hours before arriving to campus to schedule time to receive a card. Only those with proof of vaccination will be able to enter the campus and receive a Merrimack identification card.

Parents, siblings and employee's spouses are recommended to take advantage of this opportunity. All other guests will need to register through their sponsored hosts who will coordinate entry through the Task Force no less than 48 hours before arrival. Those visitors must be fully vaccinated, have proof of vaccination (a CDC vaccinated card) and make it available to be shown at the gate. Questions regarding this policy should be directed to the Task Force.

VACCINATION EXEMPTION REQUEST

All students, faculty and staff who choose to return to Merrimack must be vaccinated. 99.5% of our full time faculty and staff have already been vaccinated and reported their vaccination records to the College. Additionally students are predicted to be at approximately 99% compliant. Medical and religious exemptions can be requested. Students, faculty and staff who seek an exemption must acknowledge the risks associated with entering the College's campus while not being vaccinated against COVID-19.

Students, faculty and staff must also acknowledge that in the event of an outbreak of COVID-19, they may be required to leave campus for a period of time or be subject to isolation or quarantine in accordance with the Massachusetts Reportable Diseases, Surveillance, and Isolation and Quarantine Requirements and Merrimack College policies and protocols. Additionally, unvaccinated community members must acknowledge their responsibility as a member of the community to look out for others and take additional actions for their safety and the safety of others.

Please note that medical exemptions will require an explanation from your physician, and a religious exemption will require a personal statement in your own voice describing your sincerely held religious belief. Please note that philosophical exemptions will not be accepted. Philosophical beliefs are not identified as sufficient reason for exemption by law in Massachusetts, even if signed by a physician. Only medical and religious exemptions are acceptable.

- Students who are out of compliance with the vaccination policy (either because they have not forwarded proof of vaccination or have not received approval for their exemption request) will not have access to the campus until they are compliant.
- Faculty and staff who are out of compliance with the vaccination policy (either because they have not forwarded proof of vaccination or have not received approval for their exemption request) will not be allowed to access campus until they are compliant. Employees who need to access campus to perform their job duties will not be able to do so and may be subjecting themselves to disciplinary action, which may include removal from their position.



CAMPUS HEALTH AND SAFETY MEASURES

By this point, most people own and have used various personal protective equipment, and the College recommends students bring personal protective equipment with them to campus. The College will continue to provide cleaning and hygiene installations around the campus, including hand sanitizer dispensers (wall mounted and stands) and sanitizing wipe dispensers.

The College will also maintain some plexiglass barriers; utilize electrostatic sanitizing sprayers, EPA-registered COVID-19-killing green cleaning solutions, in high use areas on campus.

COMPLIANCE AND ENFORCEMENT OF COVID-19 POLICIES

The members of the College community depend upon each other to ensure a safe and vibrant community. Contact the Task Force with any concerns about the implementation of the College's policies and/or practices. Merrimack will not tolerate noncompliance with our policies and practices as they relate to keeping the campus safe.

As it relates to students, the College Community Standards reflect changes to our Code of Conduct that have held students accountable for things like refusing to wear a face covering in the classroom. Last year there were over 900 individual cases addressed involving infractions of the COVID-19 policies, and sanctions have ranged from warnings to separation from the College. Students, faculty and staff with immediate issues or concerns should contact the Task Force or the Merrimack College Police Department on their non-emergency line: (978) 837-5555.

Those few students, faculty and staff who wish to petition for a medical or religious exemption may do so by completing the following steps:

Students

1. Request a medical or religious exemption form by contacting Hamel Health at (978) 837-5441.
 - Forms must be individually requested
 - Forms for COVID-19 vaccination are different from any other vaccinations
 - Previous forms and requests need to be resubmitted using the new process.
2. Complete the appropriate documentation and submit it as indicated on the form.
3. Once your request is reviewed, you will be notified directly via your Merrimack College email address of your exemption request status.

Faculty and Staff

1. Request a medical or religious exemption form from the Task Force.
2. Complete the appropriate documentation and submit it as indicated on the form.
3. Once your request is reviewed, you will be notified directly through your Merrimack College email of your exemption request status.

EXPERIENCING SYMPTOMS WHILE ON CAMPUS

Any students who become symptomatic while on campus must immediately isolate and notify Hamel Health at (978) 837-5441. Commuter students will be directed to return home and arrange for COVID-19 testing and evaluation from their primary care provider.

For residential students, the College will provide guidance on how to access on-campus or local COVID-19 testing facilities for urgent diagnostic testing. In the meantime, residential students should stay in their room and notify Hamel Health, which may move the student to an isolation room and/or direct the student to enact their departure plan.

SYMPTOM MONITORING

There is no daily symptom check requirement, but students, faculty and staff should use common sense and if they do not feel well – do not go to class, do not come to work, wear a face covering and get a COVID-19 test. Students who have symptoms of COVID-19 should contact Hamel Health to get tested for COVID-19. Faculty or staff who have symptoms of COVID-19 should contact Hamel Health or their primary care physician.

If you have any COVID-19 symptoms while away from the College, do not return to campus. Call your medical provider and notify the College to report symptoms. Students must call (978) 837-5441 to inform the College of their symptoms. Employees must contact Human Resources or call (978) 837-5157 to inform the College of their symptoms.

If you live on campus and have any symptoms, please do not leave your room, and call (978) 837-5441.

Signs and symptoms of COVID-19 include the following:

- Fever of 100.4°F
- Chills
- Cough
- Shortness of breath or difficulty breathing
- Fatigue
- Muscle aches
- Headache
- Loss of taste or smell
- Sore throat
- Congestion or runny nose
- Nausea or vomiting
- New gastrointestinal symptoms
- Pain, swelling or rash on toes or fingers

Many of these symptoms are similar to the flu or seasonal allergies. Individuals — especially those not vaccinated — should take appropriate steps for their own health and those of the campus community. This may include wearing a face covering or isolating.

COVID-19 CAMPUS GUIDELINES AND SAFETY PROTOCOLS

FACE COVERINGS POLICY

Merrimack College strongly encourages and endorses wearing face coverings indoors across campus, especially in public spaces and in large indoor social situations. We will not at this time be instituting a campus wide face covering/mask mandate. Instead we will enforce face coverings in academic settings, at institutional events where advertised, the Merrimack Shuttle and College vans, and the Rogers Center Testing Center. The College reserves the right to designate certain events, such as at the Rogers Center for the Arts, Gallant and Lawlor Arenas and Hammel Court as needing face coverings if the circumstances warrant.

Face coverings are not required outdoors, in dining halls, in fitness spaces, in McQuade Library common spaces, in the Sakowich Campus Center, residence halls, locker rooms or at outdoor events. Face coverings are strongly encouraged when students, faculty, staff and guests are moving to and from or within these venues at their own discretion.

Face coverings are required in classrooms and laboratories for all students effective until Friday, October 1, 2021. Faculty may remove their own face covering to teach at their discretion, and may choose to utilize plexi-glass barriers. Faculty and other students are encouraged to report students to the Task Force who do not follow this classroom policy. Failure to comply with this policy will result in disciplinary action, and no refunds will be issued for violation of this policy.



The College expects members of our community will use common sense and best practices to protect themselves if they feel the need to do so. **At this time we have no further face covering or social distance requirements outside of classroom/learning environments or what is listed above.** The College, student life, faculty or hosts of social events on campus may require face coverings, and the College will both support and enforce such use of face coverings at such events.

Faculty, advisors and staff may require face coverings for anyone meeting with them in their office, and residential students may require their guests to wear them in their rooms.

The College fully supports members of our community who wear face coverings in any situation and anyone shaming, bullying or intimidating those wearing face coverings will be dealt with through our disciplinary processes. Conversely, face coverings are not a universal requirement and shaming, bullying or intimidation for not wearing a face covering when it is not required will also not be tolerated. As always, but particularly in these times, respect, support and non-judgment is expected on the campus as is common sense and a realization that everyone deals with the risk and the anxiety of COVID-19 differently.

This added face coverings policy will be updated again as Friday, October 1, 2021 approaches. The College hopes to revise this policy when and if the Delta variant impact is minimized locally and community spread determination is lowered by the CDC.

SOCIAL DISTANCING

There are no social distancing requirements at this time in any venues or spaces, but the College reserves the right to add them at a later date. All classes, offices and residence halls are at normal capacity. All members of our community should do what is appropriate and respect others who desire social distancing in certain situations.

CAMPUSWIDE REGULAR SURVEILLANCE COVID-19 TESTING: ONCE A WEEK

It is important to note that as a fully vaccinated campus the College is not required to test per the Commonwealth of Massachusetts. Merrimack has decided to conduct surveillance testing for a period of time. This will help our community to feel safe, relaxed and return back to as normal as we can.

As the College better understands the impact of the Delta variant on campus, the College will require once a week surveillance COVID-19 testing for all on campus faculty, staff and students beginning the week of Monday, August 30. Testing will take place until Friday, October 1, 2021. The College will reassess the policy as the Friday, October 1, 2021 date approaches. Students, faculty and staff who test positive will be contacted by the College with instructions on what to do next, negative test results will be assumed and not communicated.

Testing will occur in the Rogers Center Lobby, Monday through Friday from 10:00 a.m.- 6:00 p.m., with the exception of Monday, August 30, when testing will begin at noon. Students, faculty and staff should test on the day of the week assigned to the first letter of their last name as outlined below:

- Monday - If your last name begins with A-E
- Tuesday - If your last name begins with F-J
- Wednesday - If your last name begins K-O
- Thursday - If your last name begins with P-T
- Friday - If your last name begins with U-Z

Students, faculty and staff who are unable to test on the day of the week outlined above should test on the next day they come to campus. Special trips to campus for testing are not necessary.

Residential students who test positive will be contacted by the College and then must enact their departure isolation plan. Commuters, faculty and staff who test positive must isolate at home based on current CDC guidelines.

Those who are considered close contacts of positive cases who are vaccinated and do not have symptoms will not need to quarantine based on current CDC and MA DPH guidelines. Anyone deemed as a close contact should test on the fifth day after their exposure. Close contacts must wear a face covering on campus until they receive a negative test result.

Students, faculty and staff who have tested positive for COVID-19 in the last 90 days must contact Hamel Health.

COVID-19 SYMPTOMATIC TESTING

For those who are symptomatic, the College will offer symptomatic testing at the Hamel Health Center as part of a COVID-19 examination during their normal hours of operation for students, faculty and staff who are experiencing symptoms of COVID-19. The Hamel Health Center is open weekdays during the academic year when school is in session from 9 a.m. to 5 p.m., Saturday, 9 a.m. to 1 p.m. and Sunday, 9 a.m. to 1 p.m.

If students experience symptoms, they should reach out to Hamel Health at (978) 837-5441 for assistance. If a commuter student, faculty or staff member experiences symptoms, they should remain home and contact their primary care physician for assistance. Any residential student who experiences symptoms should stay in their rooms and contact Hamel Health. Please note: all members of the Merrimack College Community will have access to rapid COVID-19 testing at Hamel Health.

The College will comply with all state guidelines and policies as it relates to informing the Department of Public Health about testing data.





CAMPUS COMMUNITY MEMBERS WHO TEST POSITIVE FOR COVID-19

Campus community members who test positive for COVID-19 must isolate as directed by the Department of Public Health regardless of whether they are vaccinated or not. Staff and faculty should remain off campus and at home for this period of time. **Students who test positive for COVID-19 and who live within a 200-mile radius of campus should plan to leave campus and isolate at home and will need to make arrangements to travel home once contacted by the Department of Public Health.** The College has limited space available for students to quarantine on campus. For students who are unable to get home due to being outside of a 200-mile radius, there will be a limited amount of space on or off campus to isolate, and all instances must be reported to and approved by the **Dean of Students Office**.

POSITIVE TEST RESULTS AND CONTACT TRACING

Those students, faculty and staff who test positive have a responsibility to keep others in the community safe and assist in the contact tracing process. The College expects that any member of the campus community who tests positive will be truthful in identifying anyone who is a close contact.

CAMPUS COMMUNITY MEMBERS IDENTIFIED AS CLOSE CONTACTS FOR COVID-19

Based on information that exists today, campus community members who are fully vaccinated and identified as a close contact are strongly encouraged to wear a face covering and make best efforts to socially distance until provided further recommendations from Hamel Health.

Campus community members who are fully vaccinated and have no symptoms do not need to quarantine if they are in close contact with someone who has been diagnosed with COVID-19. Fully vaccinated close contact members of the campus community must wear a face covering and test on the fifth day following an exposure.

Vaccinated community members who have been identified as a close contact of a COVID-19 case and are exhibiting symptoms must notify Hamel Health and quarantine.

Any campus community members who are not fully vaccinated and are determined to be close contacts must stay home for 7-14 days depending upon the individual circumstance per the Commonwealth of Massachusetts, the CDC and the final discretion of the Department of Public Health. Students who are within a 200-mile radius of campus will leave campus and quarantine at home and will need to make arrangements to travel home once being contacted by the Department of Public Health. For students who are unable to get home due to great distance there will be a limited amount of space to quarantine, and all instances must be reported to and approved by the **Dean of Students Office**.

All individuals that are deemed close contacts should test on the fifth day following exposure.

EXPERIENCING SYMPTOMS WHILE OFF CAMPUS

Students, faculty and staff experiencing symptoms while off campus or at home should remain off campus and contact their primary care physician for advice on next steps.

DEPARTURE PLANS

Just as was required during the 2020-2021 academic year, all students living in campus-designated housing will need to submit a departure plan on MyMack. Any student within a 200-mile radius of campus who needs to isolate or quarantine will be responsible for leaving campus to complete their isolation or quarantine period. Those students who are unable to get home due to great distance can submit an appeal to the Dean of Students Office by calling (978) 837-5175 or emailing deanofstudents@merrimack.edu. There will be a very limited amount of space on campus for students to isolate or quarantine.

MENTAL HEALTH AND WELLNESS

During these uncertain times, attending to mental health is more important than ever. Merrimack is committed to supporting students' health and well-being. Students will be offered mental health and health services on campus and through teletherapy and telemedical appointments.

The Office of Counseling and Wellness Education is located on the third floor of the Sakowich Campus Center (room 370) and is open Monday-Friday 8:30 a.m. to 5 p.m. Appointments can be scheduled by calling (978) 837-5444.

Students will be offered mental health services on campus through in-person appointments and some options for Zoom therapy at the discretion of the mental health counselor. Additionally, Merrimack College last year launched BeWell@MC, a program offering students 24/7 access to a mental health clinician, online resources, and information regarding mental health and wellness. To access the 24/7 line, students may call (978) 837-5444. To access online resources visit the [Counseling Center's website](#).

Merrimack will continue to offer private spaces on campus for students who feel they do not otherwise have a confidential and private space to access telehealth services with their home therapists. To reserve one of these rooms, call the Counseling Center at (978) 837-5444.

Employees who need mental health support can access Merrimack's Employee Assistance Program through the Human Resources page on MyMack or by contacting Human Resources.

CAMPUS HEALTH SERVICES

The College has partnered with On-Site Medical Services to offer expanded on-campus medical health services to students beginning this fall. OSMS assisted the College last year in operating our highly successful COVID-19 testing center at the MPR. Medical services that will be available at the Hamel Health Center include:

- 24/7 on-call provider
- Telehealth services
- Assessment and treatment of symptomatic and ill students
- COVID-19 rapid testing (molecular)
- Influenza, strep, mono, urine analysis and other rapid testing
- Phlebotomy services
- Physical exams
- Sports physicals
- Minor surgical procedures
- Sport injuries, splinting and head injury assessments
- Skin infections
- Allergy, asthma exacerbations, spirometry and pulmonary function testing
- Vaccinations

The Hamel Health Center will provide high quality medical care to the Merrimack College student community. This comprehensive approach will expand healthcare services, enhance efficiency and patient outcomes. Students who utilize the Hamel Health Center will be charged directly through their insurance as they would at other medical facilities or their own doctor's office.

HAMEL HEALTH NEW LOCATION (EFFECTIVE SEPTEMBER 20, 2021)

Hamel Health will be located at 477 Andover Street, just outside the Elm Street entrance of the campus. This location, a previous medical office, will provide students with expanded care options in a medical facility.

CAMPUS COVID-19 POLICIES: CAMPUS SHUTDOWN POLICIES AND PLAN

CAMPUS OUTBREAK OF COVID-19

Although much has been done by Merrimack College and our community of students, faculty and staff to minimize the potential for COVID-19 transmission or an outbreak, all members of the campus community recognize the unpredictable nature of this pandemic. Merrimack College is prepared for COVID-19 outbreaks in our local community and for individual exposure to occur in campus buildings, and will adjust any policies, procedures or protocols to keep the campus safe.

As part of that planning, the College will maintain a shutdown protocol in the unlikely event it is necessary. In the event of a major outbreak on campus, or by order of the government, the College reserves the right to evacuate the campus and send students home for a short or long period of remote learning to contain the outbreak. Following the containment, the College would then bring students back to campus. The College will do its best to give students and families 24 hours' notice in the event a shutdown must take place. Although not required by the Commonwealth of Massachusetts, the College also has plans for a partial shutdown of the campus if such a shutdown is warranted. The College will strive to provide as much notice as possible if a partial shutdown is warranted. Further, the College reserves the right to shut down or quarantine parts of campus, specific buildings or small groups of students or individuals in response to an outbreak.

The College also reserves the right to require and extend asymptomatic surveillance testing if necessary, and to amend student billing to include a testing fee should COVID-19 surveillance testing be necessary.

The College reserves the right to alter safety policy, or require any additional efforts or actions so as to assist the safety of the campus community.

The College may experience an increase or cluster of COVID-19 infections due to the congregational nature of a residential college campus. In order to identify a potential campus outbreak of COVID-19, Merrimack will be working in close collaboration with local public health authorities to ensure any prevalence of COVID-19 on campus is identified through symptomatic reports. In consultation with local and state public health authorities, the College will respond with a temporary or full campus shutdown, should such an outbreak occur. All students, faculty and staff will be notified and evacuation procedures will be implemented.

If Merrimack must shut down campus, it will either move to remote work and learning or suspend classes for a temporary period of time and then resume face-to-face classes when appropriate.

The College will not reduce tuition or fee costs or reimburse room and board fees for such a shutdown and reserves the right, at any time and without notice, to make any changes to all rules, policies, procedures and any other information that pertains to students or the institution, including but not limited to admission, registration, tuition and fees, attendance, curriculum requirements, conduct, academic standing, candidacy and graduation.

The College reserves the right to change fees, modify its services or make modifications to its program and the manner in which education or other services are delivered for any reason, including but not limited to economic conditions, health conditions, government orders or a national emergency.

Nothing set forth in this handbook or on its website constituting general descriptions of Merrimack College's campus, facilities, services, classes and programs is intended or should be understood to be a specific promise by the College or to otherwise be a term or condition of contract between the student and Merrimack College.



IN THIS SECTION

- + TEACHING AND LEARNING FOR FALL 2021 SEMESTER**
- + ATTENDING CLASS ON CAMPUS**
- + ADVISING, SUCCESS COACHING, TUTORING AND LIBRARY USE**
- + EXPERIENTIAL LEARNING AND STUDENT EMPLOYMENT**

TEACHING AND LEARNING FOR FALL 2021 SEMESTER

ACADEMIC CALENDAR

Semester-length classes for both undergraduate and graduate students will begin on Monday, August 30. The last day of classes for undergraduate and graduate students is Thursday, December 9, and is immediately followed by three reading days (Friday, December 10 to Sunday, December 12). The final exam period for undergraduate and graduate students starts Monday, December 13 and ends Friday, December 17.

The College will observe Labor Day on Monday, September 6 (offices open and no classes); Indigenous Peoples' Day on Monday, October 11; Fall Break on Tuesday, October 12 (offices closed and no classes); Veterans Day on Thursday, November 11 (offices closed and no classes) and Thanksgiving Recess from Wednesday, November 24 to Sunday, November 28 (offices closed and no classes).

Some programs operate on eight-week terms. For these programs, there are two eight-week terms in the fall. The first eight-week term session begins on Monday, August 30 and will end on Friday, October 22. The second eight week-term session begins on Monday, October 25, and ends on Friday, December 3. See page 9 for a complete fall semester calendar.

UNDERGRADUATE AND GRADUATE COURSE DELIVERY

The College will be offering on-campus instruction delivered through face-to-face meetings held at regular meeting times in a dedicated physical space; the learner and the instructor will be located in the same place at the same time. Students are expected to attend class in person.

Unless specifically enrolled in an online graduate or bachelor completion program or a hybrid academic program (including some labs), few classes will be taught in a hybrid fashion, with a portion of the time meeting in the classroom. These are noted in MyMack. Graduate and continuing education programs that are traditionally online only will continue to meet online. Graduate students who have questions regarding course modality should contact their program director for more information.

ADVISING AND REGISTRATION FOR FALL

Students are able to register for fall classes through the end of the add/drop period (Friday, September 3). As in any semester, undergraduate students are required to meet with their academic advisor prior to registration, and graduate students are encouraged to consult with their program director regarding planning for registration.

Students will have the option to adjust their schedules through the add/drop period following the start of the fall semester (Friday, September 3) and also have the ability to join waitlists for most closed classes. Students on waitlists will have priority if a seat opens up, and in situations where a waitlist becomes long, the College will make efforts to add additional sections if possible.



ATTENDING CLASS ON CAMPUS

Students, faculty and staff are encouraged to remain vigilant and look out for one another as they go throughout the campus.

FACE COVERINGS

Face coverings are required in classrooms and laboratories for all students effective until Friday, October 1, 2021 or until such time as the College deems appropriate. Faculty may remove their own face covering to teach at their discretion, and may choose to utilize plexi-glass barriers. Faculty and other students are encouraged to report students to the Task Force who do not follow this classroom policy. Failure to comply with this policy will result in disciplinary action, and no refunds will be issued for violation of this policy.

CLASSROOM DENSITY

The number of seats in each classroom has been restored to full capacity.

CLASSROOM PROTOCOLS

All undergraduate and graduate courses are in-person and will remain in person (except for those explicitly delivered online).

The College does support limited and appropriate departmental, office and student meetings, instructional events such as a guest speakers, or group projects and advising by Zoom and other technologies, but does not require it and will not dictate it at this time. The College has confidence that students, faculty and staff can navigate such conversations and accommodate those who want to either meet over Zoom, meet in person or a combination of both.

The College will leave it up to faculty, staff and student groups on implementing their own personal preference and practices. If someone is uncomfortable engaging in such a conversation they can contact the Task Force, and the College will facilitate such a conversation as an advocate.

AFTER-HOURS USE OF CLASSROOMS AND ACADEMIC SPACES

Many campus spaces will be open in the evenings for student use. If a space is full, students will be asked to use an alternative space.



ADVISING, SUCCESS COACHING, TUTORING AND LIBRARY USE

All academic services will be available in the fall and are accessible to all undergraduate and graduate students. Some will continue to be provided remotely. For any questions or concerns, please contact the Academic Success Center at asc@merrimack.edu or (978) 837-5278.

ACADEMIC ADVISING

Academic advisors are an important point of contact regarding the academic side of returning to campus. All academic advising relationships will continue as usual. Most, if not all, of these conversations will take place in person, but Zoom or some other virtual platform is available.

SUCCESS COACHING

Success coaches will continue to be available to students for one-on-one conversations. Most of these conversations will take place in person, but Zoom or some other virtual platform is available. Success coaches are available all semester. Students can contact success coaches at (978) 837-5278 or asc@merrimack.edu. More information about coaching can be found on the [Academic Success Center's webpage](#).

TUTORING AND STUDY PARTNER PROGRAMS

Tutors and study partners will be available. Most, if not all, of these sessions will take place in person, but Zoom or some other virtual platform is available. Students can contact tutors or study partners by emailing tutoring@merrimack.edu.

ACADEMIC ACCOMMODATIONS

The Accessibility Services Office is available to help students with specific questions or concerns. Most one-on-one meetings will take place in person, but Zoom or some other virtual platform is available. Students can contact the Accessibility Services Office at (978) 837-5722 or accessibilityservices@merrimack.edu.

MCQUADE LIBRARY

The services of the library will be fully operational. The library will be open as a place for students to study. More information can be found on the library [webpage](#). Librarians can be reached at mcquade@merrimack.edu, at (978) 837-5177 or through text message at (978) 228-2275.



EXPERIENTIAL LEARNING AND STUDENT EMPLOYMENT

An important component to the Merrimack College experience are students preparing for getting a job when they graduate. Students will once again have opportunities to do internships and co-ops, both on and off campus, as well as utilize the O'Brien Center for Career Development to assist with things such as, resume, interview skills, developing skills employers are looking for, and exploring career opportunities.

For those graduate fellows and undergraduate student workers on the campus Merrimack's policies and procedures shared in this handbook apply. For community fellows or undergraduate students who work or volunteer off campus, those students should work with their program directors, the Stevens Service Learning Center, the O'Brien Center for Career Development or their place of work to ensure they understand policies, procedures and expectations. Please note any Merrimack student who comes to campus or plans to engage in any type of College activity, internship, fellowship or student teaching position must be in compliance with the College's mandatory COVID-19 vaccination policy prior to participating in College sponsored or required classes, work or activities (on or off campus) for the Fall 2021 semester.

STUDY ABROAD

Study abroad programs, both semester-long and short-term, are suspended for the 2021-2022 academic year. Students are encouraged to consult with the Office of Global Education regarding future possibilities.

ON-CAMPUS JOBS

On-campus jobs can be found on the [Handshake webpage](#). Additional jobs will be added throughout the academic year as opportunities become available. For more information about working on campus, contact Student Employment at studentemployment@merrimack.edu.

O'BRIEN CENTER FOR CAREER DEVELOPMENT

O'Brien Center staff will be offering robust programming this fall. Students should take advantage and not miss out on opportunities to keep focused on their career goals. Contact the O'Brien Center to understand how to navigate this market.

Students can reach out directly to the O'Brien Center for Career Development and can also review available positions on the College's [Handshake](#) website.



IN THIS SECTION

+ LIVING ON CAMPUS

+ COMMUTER STUDENTS

+ GRADUATE STUDENTS

+ CAMPUS PARKING

+ TRAVEL AND TRANSPORTATION

**+ ATHLETICS, RECREATION AND
FITNESS CENTER**

**+ FACULTY AND STAFF MEETINGS
AND EVENTS**

**+ STUDENT ORGANIZATIONS
MEETINGS AND EVENTS**

+ DINING

LIVING ON CAMPUS

FALL 2021

The Office of Residence Life is excited to welcome undergraduate and graduate students to campus for the Fall 2021 semester. In order to live on campus as a residential student, all residential students must abide by the COVID-19 vaccination policy previously outlined in this handbook. Outside guests will be allowed in residence halls, all guests must be approved and fully vaccinated. Students will be able to travel between buildings, and occupancy limits in each room have been increased. Students will be able to come together both inside and outside to experience the signature community that makes Merrimack their home away from home.

FALL 2021 HOUSING CAPACITY AND ASSIGNMENTS

Life in the residence halls is returning to normal. Housing limitations on capacity, residential cohorts and traveling between residential buildings have been lifted. Housing assignments and roommate information are posted on MyMack. To view assignments and roommate(s), log onto **MyMack**. For any questions, email reslife@merrimack.edu.

All students are required to be in compliance with the College's COVID-19 vaccination policy, sign their 2021-2022 Residency Agreement and have on file a Departure Plan that will identify a student's predetermined off-campus location to isolate or quarantine in the event that becomes necessary. Prior to arrival on campus, all students and their families should have candid conversations about the student's departure plans and discuss the steps involved should a departure plan need to be enacted.

MOVE-IN DETAILS

Students should arrive at their scheduled time and follow instructions provided by the Office of Residence Life ahead of move in. Prior to moving in, students will confirm with Residence Life staff that they have completed the I Am Here process on MyMack, signed their Residency Agreement, submitted all required health and immunization records including their COVID-19 vaccine submission, and have a departure plan on file in their MyMack account. Once checked in students will be able to pick up their room keys and their 2021-2022 Merrimack identification card.

Undergraduate new student move-in is scheduled to take place on Wednesday, August 25, 2021, and returning students will move in on Sunday, August 29, 2021. Students who have received approval to move in early will also need to abide by the same policies and protocols outlined in this handbook. More information about specific move-in date and time were released to students.

Graduate student move-in is scheduled to take place on Sunday, August 29, 2021. Students who have received approval to move in early will also need to abide by the same policies and protocols outlined in this handbook. More information about specific move-in date and time were released to students.

RESIDENTIAL HALL REGISTERED EVENTS

Students living in campus housing in O'Brien Hall, North Residential Village, South Residential Village or St. Thomas/St. Ann Apartments may host registered events on approved Friday and Saturday nights starting at 10 p.m. Events are limited to one apartment per tower, one suite per floor/wing and one suite per vestibule per weekend night and must be preregistered with the Office of Residence Life.



GUESTS AND VISITORS TO RESIDENTIAL STUDENTS

DAY GUESTS

Vaccinated family or friends of residential students will be allowed to visit on campus in the residential areas. Those family and friends who have a 2021-2022 Merrimack identification card will be able to do so freely during the day. Those who do not have a card will need to be registered 24 hours in advance and will need to be vaccinated, have proof of vaccination and provide proof of registration at the gate. Residential students who would like to register their family member who does not have a 2021- 2022 Merrimack identification card to come onto campus during the day must fill out the day guest registration form 24 hours in advance of the visit. Please note that the student log into their Merrimack account and fill out the form. If this form is not completed, family members and friends will only be allowed to pick up or drop off at Lot A near the Elm Street entrance. The day guest registration form will be available once the fall semester begins on the [Office of Residence Life webpage](#). Commuter students may visit the residence halls during the day when invited.

OVERNIGHT GUESTS

Residential students may also register friends to visit in the residential area for an overnight stay (including a commuter student). Students who would like to register an overnight guest must have consent from their roommate(s) and fill out the overnight guest registration form (located on the [Office of Residence Life webpage](#)) 72 hours in advance of the visit. All overnight guests including those who have a 2021-2022 Merrimack identification card must be registered. Failure to have overnight guests both registered and vaccinated will result in denial to entry to campus. Residential guests will not be permitted without proof of vaccination and will be sent off campus without it.

COMMUTER STUDENTS

UNDERGRADUATE COMMUTER STUDENT EXPERIENCE FALL 2021

Commuter students are a vital piece of the Merrimack community and have the opportunity to take part in all student involvement and campus life activities. In addition to attending classes on campus, commuter students are always invited to participate in social events, club and organization meetings; and co-curricular activities. All new undergraduate commuter students are matched with a Commuter Advisor who communicates with and welcomes new students beginning in August. The Commuter Advisor program is located in the Commuter Lounge on the second floor of the Sakowich Campus Center.

ARRIVING TO CAMPUS

Commuter students will be asked to confirm with Student Life staff that they have completed the I Am Here process on MyMack, signed their 2021-2022 Commuter Agreement, submitted all required health and immunization records, including COVID-19 vaccine submission, and then will be able to pick up their 2021-2022 Merrimack identification card prior to the start of their classes. Commuter students received details on this process in their Merrimack email throughout the month of August.

THE COMMUTER LOUNGE

The Commuter Lounge is a great location for our commuter students to relax, study in between classes, attend a commuter sponsored program and connect with other members of our community. The Commuter Lounge is located on the second floor of the Sakowich Campus Center.

VISITING RESIDENCE HALLS

Commuter students may visit friends in the residence halls during the day when invited, provided they are in compliance with the College's COVID-19 vaccination policy. Commuter students who are invited to stay overnight will be allowed to do so, but only when in compliance with the College's vaccination policy and after they have registered with and received approval from the Office of Residence Life (see [page 14](#)). For more information on the commuter student experience, please visit our website [here](#) or email commuters@merrimack.edu.

GRADUATE STUDENTS

ARRIVING TO CAMPUS

Graduate students will be asked to confirm with Student Life staff that they have completed the I Am Here process on MyMack, completed their 2021-2022 Commuter Agreement or Residency Agreement, submitted all required health and immunization records, including COVID-19 vaccine submission, and then will be able to pick up their 2021-2022 Merrimack identification prior to the start of their classes. Graduate students received details on this process in their Merrimack email throughout the month of August.

Graduate student move-in is scheduled to take place on Sunday, August 29, 2021. Students who have received approval to move-in early will also need to abide by the same policies and protocols outlined in this handbook. More information about specific move-in dates and times were sent to students.

GRADUATE STUDENT LOUNGE

Located on the second floor of McQuade Library in Room 208, the Graduate Student Lounge is open and available for graduate students to enjoy. The lounge is considered a common space on campus and will be cleaned in accordance with the College's protocols.

GRADUATE STUDENT SENATE

The Graduate Student Senate (GSS) serves as a voice for the graduate student body at Merrimack College. The GSS hosts events and programs specifically for graduate students. This group can also approve the creation of new organizations specifically for graduate students, such as the Graduate Students of Color Association and the Graduate Fellowship Association of Merrimack.

VISITING RESIDENCE HALLS

Graduate commuter students may visit friends in the residence halls during the day when invited, provided they are in compliance with the College's COVID-19 vaccination policy. Graduate students who are invited to stay overnight will be allowed to do so, but only when in compliance with the College's vaccination policy and after they have registered with and received approval from the Office of Residence Life (see [page 13](#)). For more information on the Graduate Student experience, please visit our [website](#) or email graduate@merrimack.edu.



CAMPUS PARKING

A Merrimack College parking pass is required for anyone parking on campus. Faculty, staff and commuters will be able to register their vehicles for a parking pass through **MyMack**.

FACULTY AND STAFF PARKING 2021-2022

Parking hangtags issued by the Office of Parking, Transportation and Campus Access are required to park on campus. All faculty and staff must complete the vehicle registration form in **MyMack** in order to receive their parking pass for the 2021-2022 academic year.

COMMUTER STUDENTS

All commuter students parking on campus are required to have a 2021-2022 Commuter Student Parking Pass. Commuter students can request a 2021-2022 Commuter Parking Pass on **MyMack**.

RESIDENT STUDENTS

Resident students, including students living at Royal Crest through the Merrimack College Office of Residence Life, will be able to apply for an on-campus or off-campus parking pass through **MyMack**. Parking is limited and not guaranteed for resident students. Please note there are blackout dates, be sure to refer to your 2021-2022 parking agreement for more detail.

PARKING PASS DISTRIBUTION

Faculty, staff and students who have been authorized for a parking pass will need their new 2021-2022 Merrimack identification card to pick up their parking pass. Parking passes can be picked up at the Parking, Transportation and Campus Access Office in Austin Hall.

GUESTS, VISITORS, VENDORS AND CONTRACTORS

Guests, visitors to campus, vendors and contractors will also need a parking pass issued at the guard booth upon entering campus. Day passes are valid between 7 a.m. and 11 p.m. on the date issued. Overnight guests who have been preregistered and approved will receive an overnight parking pass from the guard booth upon entering campus.

More information regarding the application and registration process is available on the **Parking and Transportation website**.

OFF-CAMPUS PARKING

Merrimack College will offer resident students, based on availability, the option of applying for an off-campus parking pass. Off-campus parking will be at Andover Landing, Brickstone Square (Rt. 133) in Andover, Massachusetts. Off-campus parking can be accessed from York Street in Andover and through the campus shuttle service.

SHUTTLE SERVICES

The College will offer a shuttle to and from the resident off-campus parking lot at Andover Landing. This shuttle will run on a regular schedule Sunday–Wednesday, 7 a.m. to 11 p.m. with extended hours Thursday–Saturday until 1 a.m. The shuttle will also make loops to other local areas of interest. Shuttle location will be accessible through the Merrimack app.



TRAVEL AND TRANSPORTATION

The College has lifted the travel ban for the northeast region for the fall semester and will be limiting travel to other parts of the country. The College is prohibiting international travel at this time. Travel related to research, recruiting, student activities and clubs, and athletics in the northeast region may be approved. Approval for travel will be made at the discretion of the President, Provost or Executive Vice President. The College does not regulate the personal travel of staff and faculty. Faculty and staff who are traveling outside the northeast region should inform their supervisor of such travel.

The College's travel policy will be updated based on COVID-19 conditions regionally, nationally and internationally. If cases may rise in particular parts of the country, the College may further restrict travel, if cases continue to decline, the College may authorize travel to additional areas.

TRAVELING TO MASSACHUSETTS FROM OUT OF STATE

The Commonwealth of Massachusetts has lifted all travel restrictions and advisories. There are no requirements to quarantine prior to arriving in Massachusetts, produce a negative test upon arrival or prove you have been vaccinated.

COLLEGE VEHICLE USE

Employees and students are permitted to ride in College vehicles when necessary. All College vehicle use must be pre-approved. All individuals riding in a College van must wear a face covering.



ATHLETICS, RECREATION AND FITNESS CENTER

CAMPUS RECREATION

FITNESS CENTER

The Fitness Center is fully operational for walk-in use. Advance registration for group classes is recommended. Group exercise classes will still require reservation, which can be made on [DSE](#) or by dropping in (though drop-ins will not be guaranteed a spot in the class). Please see below for hours of operation:

Monday–Thursday 7 a.m. to Midnight

Friday 7 a.m. to 10 p.m.

Saturday 10 a.m. to 10 p.m.

Sunday 10 a.m. to Midnight

Personal training is available for students, faculty and staff. For more information, please stop by the Fitness Center and speak with a front desk staff member.

INTRAMURAL SPORTS

Intramurals will take place on a quarterly basis, with two seasons each semester. All undergraduate and graduate students are eligible to participate. Students can sign up as a team with friends or individually as a free agent. Each team is required to place one \$20 deposit for each league that they are competing in. This deposit will be returned in full at the conclusion of the season if the team attends every competition without a forfeit. Students can sign-up on [IM Leagues](#) or at the Fitness Center. Deposits must be paid at the Fitness Center prior to the first competition.

CLUB SPORTS

Club sports competition will resume beginning in the fall. Currently 22 club sports opportunities are offered, with roster spots available on all teams. The number of competitions, fundraising and dues vary from team to team. Additionally, the College remains interested in growing club sports and adding new teams. If a sport is not currently offered, please reach out directly to campusrecreation@merrimack.edu. To receive more information and be in contact with a representative from a club team, please complete [this form](#). For more information about joining a club sports team, please email campusrecreation@merrimack.edu.

DIVISION I ATHLETICS

TICKETS TO ATHLETIC GAMES

Beginning in the fall of 2021, students and vaccinated family and community members will again be able to attend all athletic events. For tickets, students should visit the athletic box office (located in the Merrimack Athletic Complex) during the week leading up to the game and present a valid Merrimack identification card. Periodically, tickets will also be available for pick-up on Main Street in the Sakowich Campus Center. All other athletic competitions are open free of charge to students with their Merrimack identification card.

All athletic venues will operate at full spectator capacity in accordance with guidance from the Commonwealth of Massachusetts.

Guests who are fans attending a sporting event on campus will need to have their COVID-19 vaccination verified in order to gain access to campus. Ticket sales are dependent on attestation of being vaccinated and entry to campus for the athletic event is only allowed to those who have proof of vaccination (a 2021-2022 Merrimack identification card or a CDC vaccination card). Questions regarding this policy should be directed to the [Task Force](#). Those who purchase tickets but do not comply with this policy will not be allowed on campus and their ticket will not be refunded.

Visitors may purchase tickets on the Merrimack College Athletics [webpage](#).

FACULTY AND STAFF MEETINGS AND EVENTS

Faculty and staff who seek room requests for meetings must be approved. All requests will be vetted by the appropriate Dean or Vice President and secured by the Registrars' Office. Catering for meetings and events will be highly restricted.

Faculty and staff are required to RSVP when requested in order to attend all events on campus.

STUDENT ORGANIZATIONS MEETINGS AND EVENTS

In-person meetings and events will return for the Fall 2021 semester. Undergraduate and graduate student organizations will work with the Office of Student Involvement to coordinate space reservations, advertising and attendance tracking.

- In-person meetings can be hosted in any available space on campus. Students must adhere to room capacity limits for meetings and book space through the Office of Student Involvement in advance of their meeting.
- All in-person student organization events will need to be approved by the Office of Student Involvement at least two weeks prior to the event.
- All events must be listed in the Warrior Network App CORQ in order for students to access and sign up for events.
- Attendees will be encouraged to check in with the Office of Student Involvement staff or event coordinator upon arrival using the Warrior Network App CORQ.

WARRIOR NETWORK APP CORQ

All students are encouraged to download the CORQ app to explore upcoming meetings and events sponsored by Merrimack College and student organizations and to easily check in at each meeting and event.



DINING

MEAL PLANS

The College will offer meal plans to both residential and commuter students. Residential students have three options (19 meals, 13 meals and 7 meals). Commuter students have four options (19 meals, 13 meals, 7 meals and 5 meals). These meal plans offer options for students to swipe for meals and use Dining Dollars for on campus food options. Mack Bucks and Dining Dollars can be used to order groceries through GrocersPod and at participating businesses. Meal plan options can be found on MyMack.

The College offers three meal plan options for residents and four meal plan options for commuters:

- 19 meals/\$50 Mack Bucks/Dining Dollars
- 13 meals/\$450 Mack Bucks/Dining Dollars
- 7 meals/\$1,000 Mack Bucks/Dining Dollars (for residential students in units with kitchens only)
- 5 meal plan (commuters only)

Please note Merrimack Mack Bucks use will be restricted to only approved businesses and no more than 25% off campus. GrocersPod is considered on campus.

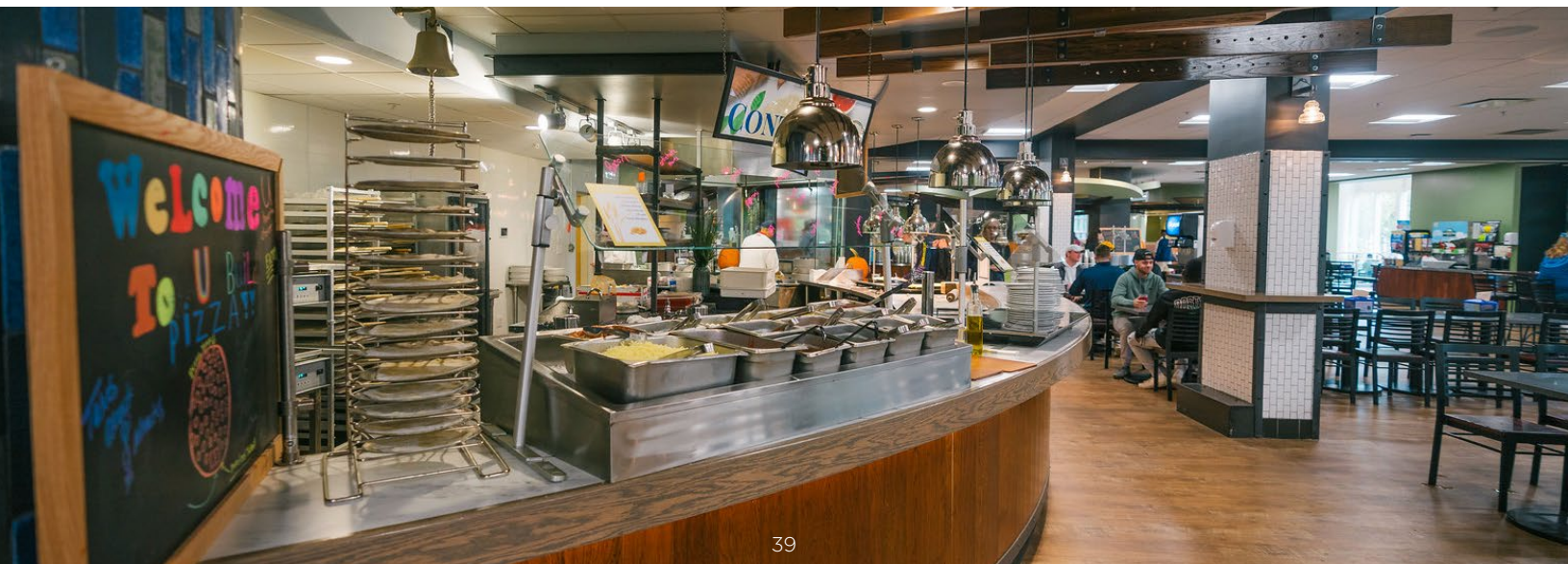
DINING LOCATIONS: SPARKY'S

Sparky's Place chef-driven menus and limited-time offers will engage Merrimack students with new and familiar flavors and cooking styles that are driven by student insight and the latest dining trends. Every Sparky's destination will highlight fresh, high-quality ingredients and offer an authentic experience that students will appreciate, especially when served by our passionate culinarians and staff.

A journey through Sparky's will be filled with culinary destinations that include a **Mongolian Grill** with rice and noodle stir fry, **Simple Servings** offering full meals free from 7 of the 8 major allergens complemented by our **MyZone** gluten-free pantry, plant-forward vegan meals at **Rustic Roots**, authentic international cuisine at **International**, and fire-roasted pizzas and Italian pasta favorites made to order at **ROMAN**. Additional student favorites include **Craft It** and **Farmer's Field** featuring freshly made sandwiches, wraps, paninis, and salads, traditional homestyle meals at **Comfort**, fast-casual classics at the **Grill** and of course fresh made-in house breads, pastries, and desserts.

Themed pop-up events with our chef and registered dietitian will feature new and familiar flavors elevating the dining experience with a unique and engaging experiences. Finally, special events celebrating holidays and special events will bring the Merrimack Community together for meal experiences that will become the highlight of the semester and their time at Merrimack College.

For the latest on news and information follow Merrimack Dining on social media or visit their [website](#).





OTHER DINING LOCATIONS

McQUADE CAFÉ AND PIZZERIA

The McQuade Café and Pizzeria offers a variety of pizza slice options (gluten-free, too!) as well as salads and grab-and-go offerings to keep students fueled while studying.

MERRIMACK COLLEGE FOOD TRUCK

There is nothing better than a food truck taco or fully-loaded chili cheese nachos! Each day, the Food Truck provides choices that are quick, easy and sure to please.

WOOD FIRED OVEN (WEATHER PERMITTING)

From Cuban sandwiches to the meltiest meatball sub (and always a vegetarian option!) – the Wood Fired Oven outside of the Sak has some of the best freshly toasted sandwiches students can find.

THE WARRIOR'S DEN

This favorite student hang-out is home to To the Max, subconnection, SaladToss and Smoothies at Warrior's Den. We also offer freshly brewed Starbucks coffee, homemade desserts and pastries, and a wide variety of snacks and beverages.

DUNKIN' DONUTS AND SANCTUARY CAFE

Merrimack runs on Dunkin'... or maybe just caffeine! We get it — that 8 a.m. class would be tough to get through without that iced coffee or tea. Stop by for a quick breakfast at Dunkin', or at lunch enjoy grab-and-go sandwiches, salads or snacks at the Sanctuary.

MAJORS AND MINORS EATERY

One of our newest locations on campus — come and grab a burger and fries or other popular grill items rotating daily. Enjoy eating outside with friends on the Rogers Center patio or take your food to go!

AUGIE'S PLACE RESTAURANT*

Augie's Place Restaurant will be open for reservations. Students will be able to reserve a table during one of two seating times and enjoy a small plate menu as well as beer, wine, and cocktails.

*For Merrimack College students 21 years of age or older. Merrimack College and government-issued identification required for entry.

GROCERY DELIVERY

Merrimack has renewed its partnership with GrocersPod, a Merrimack-specific experience where students can order groceries (and other essentials) from a nearby supermarket and have them delivered to the campus. Students are able to pay for groceries using Mack Bucks and Dining Dollars. The cost of delivery is free and deliveries are made to campus several times during the day. For information about GrocersPod or to order groceries online, visit the [GrocersPod website](#).

OFF-CAMPUS FOOD DELIVERY POLICY

Delivery of food for students, faculty and staff from off-campus vendors will be limited. Food delivery drivers must be directed to the Elm Street entrance where there is a designated pickup/drop-off location in Lot A. Students should not use Rt. 114 as a pick up/drop off location or a private community address.

POST OFFICE PACKAGES AND MAILING

The College has purchased an automated, unattended self-service package locker system where students can pick up packages 24/7. This new system is now fully operational. The lockers are located on the second floor of the Sak near the Post Office, and the College anticipates adding more around campus in the future.



IN THIS SECTION

+ TUITION AND FEES 2021-2022

**+ FULL-TIME TUITION AND
COMPREHENSIVE FEE**

+ REFUND POLICY

+ ACKNOWLEDGMENT OF RISK

+ QUESTIONS AND CONCERNS

TUITION AND FEES 2021-2022

Merrimack College tuition and fees for the academic year can be found on the [Bursar's website](#). Bills were due on Wednesday, August 11, 2021.

TUITION, FEES, ROOM AND BOARD BILLING STATEMENT

The College has released the Fall 2021 tuition, fees, room and board billing statement, which includes the fall portion of students' financial aid through [MyMack](#) to help plan for Fall 2021 enrollment. To view the billing statement:

- Login to MyMack at: <https://mymack.merrimack.edu/>.
- Select **Student Info** on main menu.
- Select **Student Billing**.
- Under **Student Account Center**, select **Go to Cashnet**.

ADDING NEW INDIVIDUALS AS PAYERS IN YOUR STUDENT ACCOUNT CENTER

All students can access their Student Account Center through MyMack. If a student wishes to provide access to the Student Account Center for a parent or family member, please use the following process:

- Access the **Student Account Center (SAC)** through [MyMack](#) (see above for steps to access online).
- Select **My Account** (located in the left column).
- Under **Payers**, select **Send a payer invitation**.

PAYMENT PLANS

Merrimack College offers interest-free payment plans through Cashnet. The payment plan enables students to pay outstanding tuition and fee balances on a monthly basis. Students have the option of up to six payments per semester, depending on when they enroll. Payment plans can be set up through the Student Account Center in [MyMack](#) (see above for steps to access online or visit the [Bursar's website](#)).

If undergraduate students take courses at another college during this time, they will be charged \$100 per semester credit to transfer credits to Merrimack. Please note that not all credits are transferable.



FINANCIAL AID

Merrimack College contributes approximately \$92 million in institutional aid to help students and their families invest in their education.

Institutional aid is any type of aid provided by Merrimack College funding to help students finance their education. The allocation of financial assistance in the form of various student awards is determined as part of the overall review of the individual student's total cost of attendance (tuition, fees, room and board) as well as the student and family's estimated financial contribution.

If a student decides to make a change in their residency status (i.e., living on campus, living off campus or living at home with family), this change may impact financial aid, which includes merit-based scholarships, institutional grants or federal/state funding. Students are encouraged to reach out to the Office of Financial Aid to understand how residency changes may impact their financial aid awards.

Merrimack College reserves the right to make any changes to financial aid awards should student eligibility or cost of attendance change at any point during the 2021-2022 academic year.

FINANCIAL CONCERNS

If students' financial situations have changed as a result of COVID-19 or any other reason, they are encouraged to contact the Office of Financial Aid in writing with an explanation of their situation.

ALTERNATIVE LOANS

Alternative education loans, also known as private education loans, help bridge the gap between the actual cost of education and the limited amount the government allows a student to borrow in its student loan programs. To learn more about alternative loan options, please visit our [website](#).



FULL-TIME TUITION AND COMPREHENSIVE FEE

Comprehensive fees provide students with access to a variety of important services to enhance their academic and student life experiences. Please note that the full-time tuition and comprehensive fee will not be reduced should the College shut down at any point or for any period of time during the academic year. At this time, there is no separate COVID-19 Mitigation Fee. One may be assessed should COVID-19 testing become necessary.

ROOM AND BOARD

Room fees are the cost of a resident student's housing on campus. Board fees provide resident students and commuter students with meal plans, the opportunity to enjoy all of the on-campus dining options. Merrimack College room and board fees for the academic year can be found on the [Bursar's website](#).

STUDENT HEALTH INSURANCE

Per the Commonwealth of Massachusetts, all students must have health insurance. The College provides the opportunity for students to purchase health insurance if they so desire or if they have no other alternative. Health insurance waivers and enrollment are managed through [Gallagher Student Health & Special Risk](#). The waiver deadline is Monday, September 13, 2021.

REFUND POLICY

Merrimack College's refund schedule for the 2021-2022 academic year is as follows:

Fall and Spring semester refunds of tuition, room or board are made according to the following schedule:

- **Within the first 15 days of the term — full refund**
 - Fall semester: Monday, September 13, 2021
 - Spring semester: Thursday, February 3, 2022
- **After the 15th day of the term — no refund**

Please note that there are no refunds for tuition or any fees (including comprehensive fee or nursing fees) nor a refund on room and board in the event that Merrimack College determines, at its sole discretion, that it must shut down and transition to remote learning. For more information on refunds please visit the [Bursar's website](#).

AGREEMENT

By registering for classes, the student agrees that the College reserves the right, at any time and without notice, to make any changes to all rules, policies, procedures and any other information that pertains to students or the institution, including but not limited to admission, registration, tuition and fees, attendance, curriculum requirements, conduct, academic standing, candidacy and graduation. This includes changes to the Merrimack College Student Handbook which further outlines college policy and procedures regarding the expectations within the Merrimack College community.

The College reserves the right to change fees, modify its services or make modifications to its program and the manner in which education or other services are delivered for any reason, including but not limited to economic conditions, health conditions, government orders or a national emergency.

Nothing set forth in this handbook or on its website constituting general descriptions of Merrimack College's campus, facilities, services, classes and programs is intended or should be understood to be a specific promise by the College or to otherwise be a term or condition of contract between the student and Merrimack College.

ACKNOWLEDGMENT OF RISK

Merrimack College has done much to mitigate the risk of the spread of COVID-19 among its community members. Further, as this document states, efforts by all members of our community — especially students — to follow the guidance provided in this document and that of the CDC and Massachusetts DPH are critical to any mitigation effort at Merrimack. Despite our collective best efforts, it is not possible to fully eliminate the risk of a COVID-19 infection while on the campus and among our community population. Therefore, there is a risk that some members of the community may become infected with COVID-19, and additionally may further spread the disease due to their interaction with other members of the Merrimack community and beyond.

QUESTIONS AND CONCERNS

Here at Merrimack, we depend on one another as a community grounded in the care and concern we show for others — within our community and beyond. If you have questions or concerns related to the beginning of the new academic year, please use the contact list provided below.

CONTACT LIST

If you have questions or concerns please contact the **Task Force**.

Academic Success Center

(978) 837-5278 | asc@merrimack.edu

Accessibility Services Office

(978) 837-5722 | accessibilityservices@merrimack.edu

Campus Ministry

(978) 837-5450 | campusmin@merrimack.edu

The Counseling Center

(978) 837-5444 | counseling@merrimack.edu

Dean of Students

(978) 837-5175 | deanofstudents@merrimack.edu

Financial Aid

(978) 837-5186 | financialaid@merrimack.edu

Hamel Health Center: On-site Medical Services (OSMS)

(978) 837-5441 | hamelhealthcenter@merrimack.edu

Human Resources

(978) 837-5157 | humanresources@merrimack.edu

Information Technology Services

(978) 837-3500 | askit@merrimack.edu

International Student Support

(978) 837-5225 | iss@merrimack.edu

Merrimack College Police Department

(978) 837-5555

Merrimack Task Force Hotline

(978) 837-5599 | taskforce@merrimack.edu

McQuade Library

(978) 837-5215 | mcquade@merrimack.edu

Office of Accessibility

(978) 837-5722 | accessibilityservices@merrimack.edu

Office of the Bursar

(978) 837-5310 | bursar@merrimack.edu

O'Brien Center for Career Development

(978) 837-5480 | obriencenter@merrimack.edu

Parking, Transportation, and Campus Access

(978) 837-3532 | parking@merrimack.edu

Registrar's Office

(978) 837-5344 | registrar@merrimack.edu

Residence Life

(978) 837-5507 | reslife@merrimack.edu

For answers to frequently asked questions please visit the **Merrimack website**.

If you have any questions at all about the College's return-to-campus plans, please reach out to the **Task Force or call (978) 837-5599.**