

Dated on 24 November 2020

**Update: Kyutech's policy on classes and activities on/off campus
(From the 4th quarter)**

Although we still cannot foresee the end of COVID-19 pandemic, Kyutech recognizes that the university education cannot be completed only with remote classes and it is essential for cultivating rich humanity to communicate and interact face-to-face among students or between students and faculty members/staff.

In accordance with the situation, Kyutech changes and updates the notice on 18 September "Update: Kyutech's policy on classes and activities on/off campus (From the 3rd quarter)". Please be noted that the policy is subject to change depending on the situation.

We are under the threat of further spread of infection. Please be cautious and responsible for your actions in order to protect yourself, your family, people around you and the society.

1. Classes

For the courses of the 4th quarter, classes will be delivered in remote and face-to face lectures. However, some courses such as experimental and practical works will be provided mainly in face-to-face lecture.

The face-to-face lectures are being expanded to the regular courses, so please check the details on the webpages of each campus and Live Campus. If you have any concern in attending classes on campus because of the infection risks when commuting or your health condition, remote classes are also available and you can attend classes online.

In order to raise awareness for each of you about preventing infection, the University requests students to take an e-learning course to learn how to prevent COVID-19 infection. If you have not taken yet, log in the Moodle from the URL below, register the course, access "E-learning course on COVID-19 preventive measures", and view the learning materials. Please always be cautious to prevent infection.

[URL to log in Moodle](#)

2. Entry to campus

The entry to campus continues to be allowed. When you enter, please follow the rules of each campus and also observe the following.

- Avoid 3Cs (confined spaces, crowded places and close-contact settings) and make sure to practice physical distancing (2m if possible, more than 1m at the least). However, it doesn't necessarily apply to face-to-face lectures without conversations between students.
- Wear a face mask when coming to campus/going home, being indoors, having conversations even if you don't have any symptoms.
- Monitor your health condition with Self-monitoring Sheet. If you have any flu-like symptoms, you are not allowed to enter the campus.
- Measure your body temperature before coming to campus. When you didn't, be sure to check your body temperature with the thermography camera on each campus. About where you can find the thermography cameras, check the University web page.
- If any flu-like symptoms appeared (on any of the days before coming to campus), follow the [Flow chart for COVID-19 control](#) for reporting and consultation, and recuperate at home.
- It is recommended to install "[COVID-19 Contact-Confirming Application \(COCOA\)](#)" released by the Ministry of Health, Labor and Welfare.

3. Extracurricular activities

Kyutech has organized the University policy on risk level and judgement criteria, and measures to take when holding extracurricular activities. (See the Attachment)

From 18 September, the activities shall be held in accordance with the University policy (Risk level 2) and the activity plans organized by each activity group.

4. Training camps, away games/matches (including on-campus games/matches with invited opponents from outside the University), concerts, live shows, events

To hold these activities, make an event plan with precautionary measures and submit it to Student Section of each campus.

Each plan will be checked carefully by the University (university doctor and Student Section) and permitted by Dean.

5. Domestic and overseas travel

Please refrain from travel as much as possible. If you travel, take note on the movement control request of Japanese/local Government and watch the rapid changes of infection status at your destination and transit, and practice precautionary measures against infection.

About overseas travels, it continues to be prohibited.

Please be noted that the Ministry of Foreign Affairs (MOFA) has issued Level 2 (Avoid Non-essential Travel) or higher for all the countries and regions in its Travel Advice and Warning.

["Restrictions on entry and behaviors to travelers from Japan" \(MOFA's webpage\)](#)

6. Gatherings and parties

About the events with unavoidable close contacts such as gatherings and parties (especially the events which includes eating and drinking), the University extends the period of the request to cancel or postpone such events until the end of January in principle.

We are seeing that clusters are occurring among participants of parties held as part of extracurricular activities and house parties. Please be cautious and responsible for your actions.

7. Use of Kyutech facilities

- Lecture rooms and laboratories

Allowed to use, but follow the rules of each campus.

- University library

Open for regular business hours and no reservation is required.

But depending on the situation, the library service can be shortened in its period or suspended.

-Open hours:

<Weekdays> 8:30-20:00

<Saturdays> 11:00-19:00

*Closed on Sundays and holidays

- Cafeteria (University co-op)

Open with limited entry and precautionary measures.

The menu items will be reduced, and the open days and hours will be shortened.

It is allowed to have your lunch in a lecture room when it's not used as long as you take precautionary measures.

- Training room

Check the current open/close status and the rules of each campus.

- Choyo Sanso

Opened with limited occupancy and precautionary measures.

- Other university facilities

Check the website of each facility

【Contact about this notice】

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Risk Level for Extracurricular Activity at Kyutech

Risk Level	Judgement Criteria	Measures to take
Level 5 Strict Warning	When the declaration of a state of emergency was issued by Japanese government	① <u>Prohibit all the extracurricular activities</u> except online activities until the declaration is lifted ② Submission of activity plan may be requested to restart activities after the declaration is lifted
Level 4 Warning	When the request to refrain from non-essential travel or to stay home was issued by the Japanese or local government	① <u>Prohibit all the extracurricular activities</u> except online activities until the request is lifted
Level 3 Strict Caution	When the University judges the infection is spreading in Japan; Fukuoka prefecture; Kitakyushu or Iizuka city; surrounding areas (i.e. Clusters in non-medical institutions especially in universities; Increase of the number of untraceable cases confirmed)	① Require to practice standard precautionary measures by each member (Wearing a face mask, washing and sterilizing hands and fingers) ② Require to check body temperature and health condition of members on the days of activity ③ <u>Request to refrain from</u> activities with close contact (within 1m) ④ <u>Prohibit meetings in principle</u> except online or outdoor ⑤ <u>Prohibit activities in principle</u> , such as training camps, away games and matches, games and matches with other Universities, concerts, live shows
Level 2 Caution	When the University judges the infection is calming down but still spreading in Japan; Fukuoka prefecture; Kitakyushu or Iizuka city; surrounding areas (i.e. Sporadic confirmed cases)	① Require to practice standard precautionary measures by each member (Wearing a face mask, washing and sterilizing hands and fingers) ② Require to check body temperature and health condition of members on the days of activity ③ <u>Request to be cautious</u> about activities with close contact (within 1m) ④ <u>Require to avoid 3Cs</u> (Crowded places, Confined spaces, Close contact settings) in meetings ⑤ <u>Require Dean's permission</u> based on careful prior checking by Student Section and University doctor to hold training camps, away games and matches, games and matches with other Universities, concerts, live shows, etc.
Level 1 Alert	When the University judges there is no new confirmed cases <u>within the last 2 weeks</u> in Japan; Fukuoka prefecture; Kitakyushu or Iizuka city; surrounding areas	① Require to practice standard precautionary measures by each member (Wearing a face mask, washing and sterilizing hands and fingers) ② Require to check body temperature and health condition of members on the days of activity ③ <u>Request efforts</u> to secure physical distance during activities ④ <u>Require to avoid 3Cs</u> (Crowded places, Confined spaces, Close contact settings) in meetings ⑤ <u>Require prior notification to the University</u> to hold training camps, away games and matches, games and matches with other Universities, concerts, live shows, etc. (No prior checking by the University required)