

MEMORANDUM 044

TO NATIONAL AND INTERNATIONAL PARTNER UNIVERSITIES OF UNIVA, DUE TO THE SANITARY CONTINGENCY CAUSED BY COVID19 IN MEXICO

Dear partners,

Please receive kind regards from Mexico. I would like to inform you the measures that Universidad del Valle de Atemajac (UNIVA) has undertaken, given the current contingency caused by COVID19 that is lived worldwide and in Mexico as well.

1. Following the instructions from our authorities, all face-to-face academic activities have been cancelled since March 17 in the 10 campuses that compose the UNIVA System, and classes are now being delivered via online. This is done with the purpose of contributing to the decrease of the virus spread among the members of this university community, where no cases have been reported yet.
2. Since March 12th and even today, the academic authorities at the university have kept contact with all our professors in order to inform them of these measures and to let their students know. The university has expanded the capacity of its virtual platforms in order to ensure more space and functionality so that the classes can be developed online with no obstacles.
3. It is worth mentioning that the classes at UNIVA are not cancelled, nor has the vacation period started and that there are no changes in the institution's activity calendar. This means that the classes will continue, now delivered virtually, using the tools set by the university and which all professors at this institution have shared with their students.
4. In accordance to the current academic calendar, the classes corresponding to the Spring term (January-April) end on April 3rd. After that, there is a two-week break (Holy Week and Easter Week), so that final exams will take place from April 20 to 24. Make up work for those failing a class will take place on April 27th and 28th. As previously mentioned, all these activities will be conducted in a virtual way.
5. For national and international students who are currently participating as exchange students at UNIVA, the following information should be considered:
 - a) Exchange students can continue taking the classes that they are registered in at UNIVA, now in a virtual way. It is important that students contact their professors immediately, or ask the International Office to get them in contact with their professors. Once the classes are over and students have obtained a passing grade, UNIVA will issue the corresponding transcript and will send it to their home institution.

- b) Exchange students can attend the virtual classes, not necessarily having to be present in Guadalajara or at any other UNIVA Campus in Mexico. Students can choose to return to their hometowns. However, if students wish to get the credits for the classes that they are enrolled in at UNIVA, they have to follow the instructions from their professors and continue the classes online.
 - c) Those students who receive the instructions from their home institutions or from their country government to return to their home country will be provided with all the necessary support from UNIVA if it is their wish to continue taking their classes at our institution, via online, until the end of their exchange period.
 - d) UNIVA has informed all its international students in Mexico that, in case they decide or have to stay in this country, the International Office will assist them in any request they may have, be it academic or personal, at the following email addresses: sandra.hernandez@univa.mx, daniel.hurtado@univa.mx, ernesto.lopez@univa.mx and global@univa.mx, and at the WhatsApp group that was created by the International Office at UNIVA and in which all our exchange students participate.
6. As of now, UNIVA has not cancelled its exchange program for student mobility to take place in the Fall 2020 term (September to December). Therefore, nominations from our partner institutions will be received as usual.
7. Since March 18th, the university has created the site www.univa.mx/covid-19, to let our community know of the recommendations issued by our authorities regarding the COVID19 sanitary contingency and its behavior in Mexico, and the institutional announcements regarding this situation.

It is also worth mentioning that the Government of Jalisco has ordered the closing of face-to-face activities only in schools, universities, and some entertainment centers, so as to lower the spread of the virus. However, there is a permanent watch of the situation in order to determine if those measures will apply in other contexts within the next few days too.

We appreciate your understanding in this situation. Please feel free to contact me at andres.barba@univa.mx and +52 (33) 3134-0800 ext. 1869. We will continue informing you about this contingency in Mexico.

Sincerely,

Andrés Barba Vargas
Director International Development and International Affairs
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