Dear Students:

We are glad that all of you made it home safe and sound, and thank you all again for your cooperation, patience and resilience during this challenging period.

The Study Abroad team has been working diligently with our host institutions, the Gateways and Centers, the Provost’s Office, the academic deans of each college and school, your departments, the Office of the Registrar, Financial Aid, Student Accounts, and the Office of General Counsel, and we are providing you with the following guidelines for your academic continuity:

**Host Institutions**

- For all locations where the host institution is offering remote learning, you should continue your studies and ultimately complete the term by following the instructions provided by the host institution and your professors.
- The Notre Dame Gateways and Centers will continue to offer their courses remotely, and have already sent communications to you for your enrolled courses.

**Campus Guidance**

- Understanding that some courses are very difficult to complete remotely via distance learning, you are allowed to drop courses until April 3 by submitting regular eForms, which will be routed to the advising deans for approval. **Please keep in mind that you must remain in full-time status by maintaining a minimum of 12 credit hours.**
- The University has determined that for the spring 2020 semester only, any “W” (withdrawal) grades reflected on the transcripts that students receive from foreign institutions will not be carried over onto your Notre Dame transcript. Any withdrawal from a course at a foreign institution will be treated as a “drop” by Notre Dame; as such, the course will not appear on your Notre Dame transcript.
- For students with individual courses that cannot be completed online, NDI has been working with the colleges and schools at Notre Dame to determine if they can provide some form of course continuation. In the event those options are not available, then your advising deans will be notified of your need to drop the course.
- For those of you whose course load is not yet at 12 credit hours due to the unavailability of remote learning options at host institutions, Arts and Letters will be offering Abbreviated Courses through online learning and you will be able to add half-semester courses. You should receive information concerning these options from your program directors and/or from Arts & Letters soon.
For those whose program has not yet started, we ask you to contact your advising Dean and Director of Undergraduate Studies (DUS) immediately. Your advising dean(s) and DUS will work with you to help you make satisfactory academic progress toward degree completion, whether through summer sessions or by overloading during your next academic year. The University is also working on offering additional summer courses to meet your academic needs.

Refunds

- Student Accounts is currently working to determine whether students may be eligible for a partial refund of the International Studies Fee (room and board equivalent fee), which will be prorated based on program dates. Additional information will be provided in the near future.
- Students who received study abroad stipends will continue to receive the remaining stipends, as scheduled.

Communication

- The Study Abroad team has briefed each college and school with the details of each study abroad program, including those where academic continuity faces disruption. Your advising deans and departments are available and prepared to support you throughout this transition. Please contact them directly if your academic continuity plan involves any challenges not addressed above, or if you require any other help and guidance.
- If you encounter difficulties or problems with your host institutions, please contact us--your Study Abroad Program Directors, and we will continue to liaise with them on your behalf. You may also contact us for other study abroad-related questions or problems.
- What we are facing today is unprecedented, and we may not have immediate answers to all your questions. Know that the University is working hard to solve the many challenges we face, and we thank you in advance for your patience as we work to find solutions that best serve you and the other members of our student body.

As your study abroad advisors, we are deeply saddened by the way your semester abroad has ended, but we stand ready to assist you as you transition towards completing this semester at home.

Kind regards!

Study Abroad Team