COVID-19 Visitor Protocol

Pursuant to the University’s Health and Safety Directive: Mandatory COVID-19 Vaccination, all visitors to American University (AU) must attest to being fully vaccinated. This includes all visitors to the AU campus, university-owned or managed properties, and AU-sponsored events held off campus.

All visitors (except visitors under five years of age) must verify their vaccination status by completing the Visitor COVID-19 Vaccination Attestation Form prior to their arrival on campus, at a university-owned or managed property, or at an AU-sponsored event held off campus. This electronic form will be provided to all visitors for the event, meeting, and/or class by the AU host of the event, meeting, and/or class.

This Visitor Protocol applies to individuals not already subject to the university’s COVID vaccination requirements for students, faculty, staff, and contractors who work regularly on campus. Examples of visitors who fall under this Visitor Protocol include but are not limited to:

- family members and friends of AU community members;
- prospective students and their families;
- event or meeting attendees;
- guest speakers or panelists in academic classes or programs, and/or other events;
- visiting research scholars and research lab volunteers who are not AU employees;
- alumni; and
- contractors and vendors who do not work regularly on campus.

Important Note on Residence Hall Visitors
The university will continue to prohibit visitors within residence halls for spring 2022.

Responsibilities of AU Event Hosts for Events/Meetings/Classes with Visitors

- AU hosts must be present throughout the event, meeting, and/or class.
- AU hosts must communicate with visitors that AU requires all visitors over the age of 12 to be fully vaccinated; or, if unvaccinated because of medical or religious reasons, that they present negative results for a COVID-19 PCR test taken within 72 hours of the event, meeting, and/or class.
- AU hosts must create event-specific URL links for COVID-19 Vaccination Attestation for non-AU guests once the space reservation is confirmed. To do this, click on the following link: Create event-specific attestation link.
- AU hosts must send their event-specific COVID-19 Vaccination Attestation URL link to all non-AU guests to complete prior to coming to campus. The attestation form will record the full name, phone number and email for...
compliance with DC contact tracing requirements. AU hosts and non-AU guests will both receive a confirmation email that the attestation form has been submitted. AU hosts must maintain these confirmations for a period of three months post event.

• AU hosts must have a list of those visitors who have completed the COVID-19 Vaccination Attestation form at the door to check visitors into the event, meeting, or class.

• AU hosts must have a mechanism for enabling any visitors not on the list to complete the COVID-19 Vaccination Attestation Form before entering the event, meeting, or class. (Note that the Attestation Form can be completed on mobile devices)

• **AU hosts must check visitors’ proof of vaccination.** Visitors must present their vaccination record card or a digital copy to the AU host upon arrival on the AU campus, at university-owned or managed properties, or at AU-sponsored events held off campus.

• **AU hosts must check non-vaccinated visitors’ PCR tests.** Prior to being admitted to event, all visitors who are unvaccinated for religious or medical reasons must present a negative COVID-19 PCR test result from a test taken within 72 hours of the event.

• **AU hosts must ensure all attendees masks.** Masks must be worn in all indoor spaces, consistent with the [University’s Health and Safety Directive on Face Coverings](#). Masks are required while outdoors when in a group larger than 25 persons. **Masks should be N95 or KN95.** These masks offer the best protection against transmission. Masks should cover both the nose and mouth and fit tightly to assure the best protection. If an attendee does not have a KN95 or N95 mask, double masking is the next best option.

### Responsibilities of AU Visitors

- **All visitors must comply with all applicable Health and Safety Directives** issued by the University, including but not limited to the Health and Safety Directive: Face Coverings; Health and Safety Directive: Requirements Following COVID-19 Exposure, Positive Test, or Suspected Infection; and Health and Safety Directive: Mandatory COVID-19 Vaccination. These Health and Safety Directives are located at the following link: [Communicable Diseases Policy](#).

- **All visitors must complete the COVID-19 Vaccination Attestation Form** sent to them by the AU Host of the event, meeting or class prior to visiting campus, university-owned or managed building, or an AU-sponsored event off campus. The visitor must indicate on the electronic form the two dates for a two-dose vaccine or one date for the Johnson & Johnson vaccine. Visitors must be prepared to present their vaccination record card or a digital copy upon arrival on the AU campus, at university-owned or managed properties, or at AU-sponsored events held off-campus.

- **Visitors who have attested to not being vaccinated because of medical or religious reasons must obtain a negative COVID-19 PCR test** within 72 hours prior to the event, meeting, or class. Unvaccinated visitors must
be prepared to present a copy of a negative COVID-PCR test result upon arrival on the AU campus, a university-owned or managed building, or at an AU-sponsored event off-campus.

- No visitors may attend an event, meeting, or class on the AU campus, university-owned or managed properties, and AU-sponsored events held off-campus if they have COVID-19 or are experiencing symptoms consistent with a COVID-19 infection, flu or cold-like infection. Symptoms may include fever of 100.4 or above, cough, sniffles, sore throat, shortness of breath, difficulty breathing, chills, muscle aches, and new loss of taste or smell.

- All visitors must comply with any applicable DC or local travel and testing requirements regarding COVID-19.

- All visitors must wear a mask in all indoor spaces, consistent with the University's Health and Safety Directive: Face Coverings.

- Masks are required while outdoors when in a group larger than 25 persons.

- Masks should be N95 or KN95, as these offer the best protection against transmission. If an attendee does not have an N95 or KN95 mask, double masking is the next best option.

- All visitors must practice good hygiene and infection control precautions, such as frequent and thorough hand washing, covering coughs and sneezes, and staying home if feeling unwell.

- All visitors must comply with all Health and Safety Directives issued by the University pursuant to the University’s Communicable Diseases Policy that may be issued and revised from time to time.

- All visitors must comply with all American University posted signage regarding health and safety guidelines.

With a few exceptions that have been pre-approved, this Visitor Protocol is to be in effect starting February 14, 2022.

Be advised that event scheduling guidelines may be revised at any time to meet health and safety needs if case counts in the region or at AU are increasing or if DC Health or the CDC guidelines around COVID-19 change.