



# UNIVERSITAS KATOLIK PARAHYANGAN

Jalan Ciumbuleuit No. 94 Bandung 40141 - Indonesia

Telp. : (022) 2032655, 2032576 Fax. : (022) 2031110

Homepage : <http://www.unpar.ac.id> , e-mail : [rektorat@unpar.ac.id](mailto:rektorat@unpar.ac.id)

## Circular Letter

Number: III/R/2020-03/585

### In Efforts to Prevent the Spread of COVID-19 Infection in Parahyangan Catholic University

Responding to the recent development of COVID-19, Parahyangan Catholic University (UNPAR) is taking the following steps to prevent the spread of COVID-19 infection:

1. **CANCELLING** all face-to-face academic activities until the end of the current Semester.
2. **CANCELLING** all other face-to-face activities, including those involving individuals from outside UNPAR, scheduled from the 16th – 28th March 2020.
3. Academic, examination and other activities will be conducted online.
4. Mid Examinations for the current Semester will be postponed to 23rd – 28th March 2020. Lecturers are asked to prepare take home exam, structured assignment or other forms of examination during 16th – 21st March 2020.
5. Lecturers will prepare learning materials to be used online using IDE, <http://ide.unpar.ac.id>. For technical assistance, please contact Lembaga Pengembangan Pemelajaran dan Karier (LPPK).
6. Leaders, lecturers, and staff will continue with their activities in UNPAR's campuses, while prioritizing their individual health.
7. UNPAR will restrict access to campuses area and monitor body temperature on anyone who wish to enter the area.
8. All staff are not allowed to make official domestic or overseas trips.
9. All staff is expected to take care of their health. Those who have symptoms of flu, cough, fever and/or stated sick by a doctor, should stay at home. Staff and/or family member who has just come back from a high risk area or has interacted with an individual infected with COVID-19 is asked to conduct self-isolation.
10. Call and Report Center: 08112141955.

We encourage all stakeholders of UNPAR to obtain information related to COVID-19 through trusted sources. UNPAR will continue to monitor the development and will issue other circular letters in accordance to the latest developments.

Bandung, 15 March 2020



Mangadjar Situmorang, Ph.D.