



## **FREQUENTLY ASKED QUESTIONS**

### **Academics**

#### **What about my class schedule?**

- The schedules are currently being manually put into Banner. This is a new system being implemented across the entire Alabama Community College System to replace our old legacy system. Any adjustments to your academic schedule will be made after you report to campus and meet with your academic advisor.

- If you are a new cadet and have not submitted a registration form, you should go to the website to complete and submit the form before you arrive or print and bring it with you.

<https://marionmilitary.edu/admissions/accepted-students/important-in-processing-information/>

### **Business Affairs**

#### **How to pay my bill?**

Once your class schedule is entered into Banner, you will be able to pay your fall bill online.

- After logging into One ACCS (My MMI), you will select the Student Account link then select Touchnet.
- You are directed to another page where you will login with your A# and 6-digit DOB.
- You will be prompted to a financial agreement then be able to view your fall charges and make a credit card/ACH payment.

NOTE: All financial issues (less Financial Aid) will be handled on-line or over the phone. Appointments are necessary should you wish to visit the office while you are on campus. 334-683-8736

For Financial Aid issues, please call Ms. Jackie Wilson at 334-683-2309

## **Student Affairs**

### **How do I in-process on-line?**

All cadets should fill out the in-processing forms on-line at <https://marionmilitary.edu/admissions/accepted-students/important-in-processing-information/> prior to coming to campus.

### **How do I register my car?**

Cadets who wish to have a car on campus should complete the on-line form at: <https://marionmilitary.edu/cadets/inprocessing/> prior to coming to campus. Your student account will be charge for the parking fee.

The Transportation Officer will apply the parking decal on those vehicles that are registered. Any vehicle on campus which isn't registered will be ticketed/fined.

### **What do I need to do prior to Move-In Day?**

Cadets should complete the following on line prior to Move-In Day:

Any time before Move-In Day:

- Complete In-Processing Forms and Car Registration (if applicable)
  - o <https://marionmilitary.edu/admissions/accepted-students/important-in-processing-information/>
- Complete Academic Registration and print your class schedule.
  - o <https://marionmilitary.edu/fall2020registration/>
- Download the "Healthy Roster" app. NOTE: please wait for detailed instructions, MMI is in the process of completing our contract. Cadets must ensure that the cell phone number they provide on the contact sheet is correct for this app to function correctly!

Two Weeks Prior to Arrival:

- Complete the Health Survey in your *Magnus Health Portal* (cadet and up to two family members) about two weeks from your scheduled arrival day.

One Day Prior to Arrival

- Update the Health Survey in your *Magnus Health Portal* the day before arrival for the cadet and family members.

## What can I expect on Move-In Day?

MMI is meeting or exceeding all federal, state and local requirements for COVID-19 mitigation. Our goal is to prevent or minimize the possible introduction of the virus onto campus upon arrival of our cadets.

NOTE: Face-Coverings and Social Distancing are required at all times for anyone on MMI's campus. Persons who do not wish to comply will be asked to leave campus. This is for the protection of our cadets and staff – we ask everyone to be respectful of our campus community.

- Health Surveys. All cadets and up to two family members are required to fill out a health survey through the cadet's Magnus Health Portal at least two weeks prior to arrival to campus. If there are indications of possible concern, MMI's nurse will contact that cadet and provide further instructions.
- Day before Arrival. All cadets and up to two family members will update the health survey the day prior to arrival.
- Day of Arrival.
  - o Arrival Time. Move-In is scheduled for 0800-1145. Please arrive as early as possible to ensure you have plenty of time to complete move-in. Goodbyes and March Off will occur at 1145 in front of the Chapel, after the march off, parents and family members are required to leave campus unless they wish to attend an optional Q&A in the chapel.
  - o Parking. All cadets will park in the Event Parking Lot by the softball field (Chem Lot). Do not unload any baggage! You will be directed to the health screening/in-processing location. You will only need your identification.
  - o Health Screening. Everyone will have their temperatures taken and asked for any changes to the health screening questions.
    - If a family member has symptoms, they will be asked to leave campus.
    - If a cadet has symptoms, they will be tested then directed to return home until cleared by the Cadet Health Clinic. These cadets will be able to take classes on-line until cleared to return to campus.
  - o COVID-19 Test. All cadets will be tested for COVID-19.
  - o Room Assignment/Initial Uniform Issue. Once cleared through medical cadets and family members will be directed to the Ireland Athletic Center.
    - Room Assignment. Cadets will be issued their name lanyard and room assignment.
    - Initial Uniform Issue. Cadets will be provided their initial issue of uniform items.
    - ID Card. Cadets will have their student ID card made.
    - Parent's Platoon. Family members will have the opportunity to learn about and join the Parent's Platoon <https://marionmilitary.edu/parents-and-families/parentsassoc/>
    - Initial class on mitigation measures.
  - o Move-In. Cadets will be escorted to their rooms by cadet cadre. Cars may be parked anywhere near the barracks in marked parking spaces. NOTE: we already

have cadets in the barracks, so in order to minimize any cross contamination only cadets may be in the barracks, all family members will need to remain outside of the barracks.

- o March Off. Cadets are required to be in formation in front of the Chapel at 1145, from there they will be marched to lunch.
- o Parents and Families are invited to attend an optional Q&A session in the Chapel at 1200. Guests should plan to depart campus after this event.

### **Questions from the MMI Community:**

#### **“What will we do if an instructor is diagnosed with COVID-19 and the cadets have been in close contact?”**

If any member of the MMI community tests positive for COVID-19 we will conduct “Contact Tracing” to determine who they came into possible, contact with. Those people will then be monitored and/or tested as directed by our medical authority.

#### **“How are we going to enforce social distancing and use of masks when the cadets are not in a structured setting, like classes?”**

This is where the military model comes in. Unlike other schools, MMI’s cadet leadership offers a very structured environment 24/7. Our cadet leaders will reinforce the standards after hours and in the barracks etc. Any reports of in-appropriate conduct are reported to the cadets TAC officer either immediately or the following morning depending on the severity of the incident. The TAC officer will correct the issue or elevate it to the Commandant as the situation requires. We believe that our cadets want to take full advantage of the on-campus experience that they will also be very self-motivated to adhere to our protocols.

#### **“How will cadets get home if they are sick and cannot drive or fly”? (in particular fly)?”**

MMI will be following our standard “flu” protocol for any cadets exhibiting flu-like symptoms. This means placing the cadet on medical leave to return home to recover. The difference this semester will be that MMI will administer a COVID-19 test prior to the cadet’s departure. The cadet will be notified of these results and work with the nurse on the requirements to be able to return to campus.

For those cadets who cannot return home, MMI has established an Isolation Facility (barracks rooms) to house any cadets who are at heightened concern for possible infection. This facility is meant to isolate the cadet from the rest of campus for the period of time necessary to allow them to return to the normal routine.

Cadets at home or in isolation (restricted to room or in isolation facility) will continue with their academic work on-line so as not to fall behind.

### **“What are we going to do to protect cadets who use our transportation shuttle to and from the airport?”**

- Buses have been equipped with wall mounted hand sanitizing stations in front and rear of seating areas.
- Disposable masks will be available and accessible to all passengers which are not in possession of approved facial covering when boarding.
- Signage containing all passenger safety policies will be applied to entrance/exit point of buses.
- Buses will be sanitized with disinfectant/sanitizer approved for control of coronavirus before all pre-trip and in-trip boarding, as well as immediately following post-trip exit.
- All passengers are required to use supplied hand sanitizer upon boarding bus.
- All passengers must apply approved facial covering before boarding bus and maintain application until exited from bus
- Passengers will be seated one passenger per row per side to maintain the best possible distancing.
- Passengers will maintain a minimum distance of six feet while boarding and exiting bus.
- When boarding passengers will be seated beginning on back seats and moving toward the front in order.
- Passengers will exit in order of seating from front to back maintaining six-foot distancing during exit.

### **“How often will cadets be screened for Covid-19?”**

Screening. MMI will utilize the “Healthy Roster” app to assist us with daily health screening for our cadets. All cadets will be required to complete the health survey every morning in order to be cleared to continue with their daily schedule. Appropriate staff members will be informed automatically of any concerns arising from this daily survey and follow-up with that cadet.

MMI has two thermal cameras for passive temperature checks. One will be placed in the dining facility and all cadets will be scanned every time they exit. The other camera will normally be placed in the QM, but may be moved depending on the situation. This camera system will notify us of any cadet who is running a temp. Our standard is that every cadet’s temperature is checked at least twice a day. TAC Officers also have touchless thermometers to do spot checks as necessary.

Testing. MMI, will test all cadets upon arrival to campus. This test consists of a shallow nasal swab. Results should be returned within 48 hours.

In addition to testing all cadets at the start of the semester, MMI, in collaboration with the University of Alabama – Birmingham, will be conducting “sentinel testing”. Under this program, MMI will randomly test 4% of the cadets every week. This randomized testing is yet another line of defense to detect person who may be asymptomatic.

**“Where will Cadets be tested, and who will pay for it, and will we notify parents if their cadet is positive?”**

Cadets will be tested upon arrival to campus – for most, this will be done at the first check in station during in-processing.

Cadets will not be billed for the initial test or for tests under the “Sentinel” program (random testing).

MMI has requested funding to cover the costs of tests conducted for symptomatic cadets or due to possible exposure. Should this funding not be available as planned, insurance will be billed or the cadet will be billed directly. We will update the MMI community as soon as we can confirm funding.

Test results will be sent directly to the student. Due to HIPPA requirements we recommend that parents and cadets have a discussion about sharing these results. Please remember that cadets must complete a release of their HIPPA protected information. Cadets can designate who may receive this information in their Magnus Health Portal account.

**“Can cadets take classes on-line and not come to campus?”**

MMI does not have an “on-line” program. Due to this crisis, MMI has received permission and is capable of distance delivery of courses. This mode of instruction is designed more to allow a student who is temporarily at home recovering to keep up with classes, or, as happened last semester, when colleges are directed to go to a distance delivery mode part-way through the semester.

**“How are we handling cadets coming from different countries or outside of the continental USA?”**

All cadets will be processed in the same manner once arriving to campus. As we will be testing all cadets upon arrival, where they originated from is not a major factor. However, should that cadet test positive or show symptoms, they will be isolated for an appropriate period of time on campus and not have the option of returning home unless the family has made other arrangements with friends or relatives within driving range of MMI.

**“Will masks be required? Are they provided or do I need to bring my own?”**

Everyone on campus is required to wear a face-covering. Cadets will need to bring one for the check in process. Once checked in, they will receive school issued face-coverings.

**“Can I wear my own face-covering with my uniform?”**

No, cadets will wear their issued face-covering. If a cadet has a documented medical requirement for a certain type of mask, that can be approved by the nurse and the Commandant. If approved, personal masks can only be solid black or brown, have no logos or design, and meet CDC requirements.

### **“What happens if someone refuses to wear a mask or not social distance?”**

Currently in Alabama face-coverings are mandatory. Regardless, MMI will continue to require face-coverings and social distancing for all cadets until the situation warrants a change. Any cadet refusing to comply with mitigation requirements will be counseled and, if necessary, disciplined. Repeated infractions may result in the cadet being sent home or dismissed.

### **“What are the protocols for the Dining Facility?”**

We have totally redesigned our dining method for the cadets. We will be following or exceeding all requirements as set out by the CDC, State and industry standards. Social distancing will be enforced, all meals will be served by staff and plated, there will be no salad, sandwich or dessert “bars” or self-serve items.

The other on-campus option, the QM, will be open for takeout or dine-in. The table arrangement and service lines are adjusted to account for social distancing. Staff will provide all condiments etc. Again, no self-service options.

### **“How will cadets be seated in classrooms?”**

Each classroom has been reconfigured to allow for social distancing. This has limited the section size for the classes. To accommodate all students, some sections will be given “on-line” rather than in-class even though the cadet is on campus. Some courses will have classes outside (weather permitting). All classes will include a hybrid mix of both in-class and remote delivery to help reduce classroom loading.

### **“Will there be any restrictions on cadets being able to leave campus, go home etc.?”**

Cadets will be restricted to campus, to include weekends, at least through Labor Day. When conditions permit, cadets will be allowed “walk out” passes within Marion and eventually overnight passes. Cadets with valid and documented reasons, such as National Guard/Reserve drills, will be able to leave campus – but will continue to be required to wear face-coverings and practice social distancing.

### **“If a cadet is considered medically “high-risk” what do they do?”**

Cadets with underlying co-morbidities should consult with our nurse as soon as possible and determine a course of action.

### **“Is medical support available after-hours or on the weekends?”**

MMI maintains an on-call nurse at all times. Cadets will have a tele-health option to consult with the nurse after-hours should they need attention. If the nurse determines that a cadet needs immediate assistance, she will order that the cadet be taken to the ER by either school transportation or ambulance (if required).