

**UNIVERSITY OF CONNECTICUT
STAMFORD CAMPUS
EMERGENCY CLOSING GUIDELINE**

**IMPORTANT INFORMATION
PLEASE READ CAREFULLY AND INSTRUCT STUDENTS APPROPRIATELY**

Decisions to delay opening the campus and/or alter class schedules because of adverse weather or emergency conditions will be made by the Campus Director in consultation with UConn Police and Facilities Departments. For more information on UConn Stamford Emergency Closings please visit http://www.stamford.uconn.edu/emergency_closing.html

When a decision is made to delay opening or cancel classes, announcements will be made via the following means...

- UConn Stamford Campus Text Messaging System (sign up required)
- Radio stations: WICC 600 AM; WEBE 108 FM; WSTC 1400 AM; WNLK 1350 AM
- Television stations: WFSB-TV Channel 3, WTNH Channel 8, Cablevision News Channel 12, and NBC Channels 6 & 30
- UConn Stamford website: <http://stamford.uconn.edu/>
- Call in to the Emergency line: (203) 251-8524
- Listserv blast email to Faculty, Staff & Students; please check your email inbox.

If you are unable to receive any of the radio stations, you should arrange for a telephone contact within the region; or call the emergency line.

If classes are not altered but you are unable to get to the campus, please do the following:

You may call (203) 251-8555 and notify the Registrar that you will not be in. They will post your message on the Information Center bulletin board. Instruct your students early in the semester to check the board in case they are already on campus.

Create a "phone or e-mail tree" with your students (You must have the permission of all students to do this). Make sure it is flexible enough to avoid a breakdown if one student cannot be reached.

Do not call the Information Desk.

Do not ask the Registrar to notify students.

If you want to schedule a make-up class, please check with the Registrar's office for a room assignment. Students should not be penalized if they cannot attend a make-up class.

If a closing or cancellation occurs during final exams, a make-up date will be announced.

Please be sure to make these announcements to your class a few times during the semester.

If you have any questions, please contact Gary Faulkner, Interim Associate Campus Director, at (203) 251-8405 or at Gary.Faulkner@uconn.edu.