

**March 12, 2020**

**SUBJECT: Important Class Information Following Spring Break**

Students,

We are in unprecedented times with the expansion of the COVID-19 virus and the recent closure of major athletic events and the addition of travel restrictions over the last 24 hours. We have been working daily to address the quickly changing situation. Below is the latest about the steps Lipscomb is taking now. And as this is a fluid situation, we will share updates as they develop. (Remember to [check our resource site](#) often.)

**Spring Break will be extended for March 23-27 for undergraduate students.** Faculty and staff will report to work the week of March 23-27 as usual. During this week, faculty and staff will use the time to transition all undergraduate classes to a remote teaching and learning environment. **Undergraduate classes will resume in an online format on Monday, March 30.**

**Graduate classes will resume on Monday, March 23.** Programs will determine format. If there is any change in the delivery method of a graduate program, the graduate students in that program will be notified by the program administrators.

We encourage you to take with you all academic materials and essential items so you are prepared in the event the situation changes over spring break. Please visit our web resource for the latest news and updates during the break.

We realize these decisions may raise other questions and we will provide additional information in the next few days.

Thank you for your patience and your flexibility during this unique time in our community, nation and world as we work together to continue to provide a life-transforming educational experience for you, our students.

Blessings,  
Randy Lowry  
President