



## **A guide for dealing with cases of infection or contact with a person infected with Covid 19 virus**

The Academic Affairs Department is the authority responsible for communicating to report cases of infection and contact and to take the necessary directions.

### **1. Students currently infected with the Covid 19 virus:**

If the student is confirmed to be infected with the Covid 19 virus before the start of the exam , he/she must follow the following:

- Must NOT come to college.

- Inform the Academic Affairs Department in the faculty by using the infection reporting form available in the student's account in the Banner program and sending a copy of the result of the laboratory examination (PCR).
- Download Tataman application and send a copy of the page on which the student's name, ID number and health status are shown.
- You are not allowed to attend the college until after the prescribed period of isolation has ended, provided that the symptoms have completely disappeared for a period of 3 days.
- You must bring a vacation and recovery report from (Sehati) platform that includes all of the above.

## **2. Students in contact with people infected with Covid 19 virus:**

- Keeping away from the infected person .

### **A- If you do not have any symptoms:**

- You must follow up yourself for 14 days from the date of contact, in anticipation of the emergence of any symptoms, while adhering to preventive measures (wearing a mask - cleansing hands - social distancing).
- Download and activate the application Tataman and Tabaud.

### **B- If you have symptoms of Covid 19, you should follow the following:**

- Must NOT come to college.
- Inform the academic affairs department in the college using the (contact report form + the presence of symptoms) in the student's account in Banner program.

- Download and activate the application of Tataman, Tabaud, Taakad and making an appointment for laboratory examination (PCR).
- You are not allowed to attend the college until after the prescribed period of isolation has ended, provided that the symptoms have completely disappeared for a period of 3 days.
- You must bring a vacation and recovery report from the Sehati platform that includes all of the above.

In the event the student is unable to raise the report on the Banner program for technical reasons, it can be sent via the Academic Affairs e-mail

[Ibnsinaaexcuses@gmail.com](mailto:Ibnsinaaexcuses@gmail.com)